

AGENDA
REGULAR CITY COUNCIL MEETING
TUESDAY, MARCH 26, 2024 – 7:00 PM
203 W. DIGGINS ST., HARVARD

The proceedings of the City Council meeting are livestreamed on the City of Harvard's YouTube Channel, <https://www.youtube.com/@cityofharvard1286>. Recordings can be viewed, after the meeting date, on the website.

1. Call meeting to order
2. Roll Call
3. Public Comment
4. Administration Committee Meeting Minutes of February 24th & March 13th, 2024.
 - *Committee action to approve the minutes as presented.*
5. Transportation Committee Meeting Minutes of March 6th, 2024
 - *Committee action to approve the minutes as presented.*
6. Consent Agenda

Items under the Consent Agenda are acted upon in a single motion. There is no separate discussion of these items prior to the Council vote unless a Council Member or member of the public requests that an item be removed from the consent agenda for separate action.

Motion to approve the Consent Agenda as presented:

 - a. Regular City Council Meeting Minutes of February 27, 2024
 - b. Administration Committee Meeting Minutes of February 24 & March 13, 2024
 - c. Transportation Committee Meeting Minutes of March 6, 2024
 - d. Park Board Meeting Minutes of February 26, 2024
 - e. Administrators Report
 - f. Community Development Department Report
 - g. Harvard Diggins Library Directors Report
 - h. Parks & Recreation Report
 - i. Police Department Report
 - j. Public Works Department Report
 - k. Utilities Department Report
 - l. Proclamation Arbor Day Friday, April 26, 2024
7. Individual Action Consent Agenda Items
 - *City Council Action on any item removed from the consent agenda.*
8. Payment of Bills
 - *Action requested is to approve payment of the bills in the amount of \$392,189.41*
9. GW Properties Request
 - *GW Properties submitted a request for the removal of required sidewalks as part of their project located at 5508 US-14. Action requested is to approve or deny the request.*
10. Relinquish Class A Liquor License
 - *Ward Green has submitted a letter relinquishing the Class A Liquor License for Redjellyfish, Inc. d/b/a Bunks Place, 703 E. Diggins St., upon approval of a license issued to Jeff and Dan Rutkowski, d/b/a R & R Alehouse LLC. Action requested is to approve the request.*

11. Class A Liquor License Application
 - *Jeff and Dan Rutkowski, d/b/a R & R Alehouse LLC, 703 W. Diggins St., have submitted an application for a Class A Liquor License and Video Gaming License. Action requested is to approve or deny the application pending background check, submission of fees and insurance, to be effective May 1, 2024.*
12. Transportation Committee Recommendation – 24/25 MFT Road Program
 - *Action requested is to approve the Committee’s recommendation to accept the locations as presented for the 24/25 MFT Road Program.*
13. Administration Committee Recommendation - FOP Equipment Donation
 - *Action requested is to approve the Committee’s recommendation accept the FOP’s donation of a Mavic 3 Drone to the City of Harvard.*
14. Administration Committee Recommendation – Water Tower Program
 - *Action requested is to approve the Committee’s recommendation to enter into a contract with Maguire Iron for a 10 year water tower asset management program.*
15. Administration Committee Recommendation – Backyard Chickens
 - *Action requested is to approve the Committee’s recommendation to adopt the proposed ordinance regarding backyard chickens.*
16. Parks & Rec Board Recommendation – Fee Waiver Request
 - *Action requested is to approve the Park & Rec Board’s recommendation to approve Harvard Milk Day’s request for a waiver of fees.*
17. Park & Rec Board Recommendation – South End Milky Way Park Master Plan
 - *Action requested is to approve the Park & Rec Board’s recommendation to adopt the proposed amendment to the 2015 Parks Master Plan regarding Milky Way Park.*
18. Park & Rec Board Recommendation – OSLAD Grant Master Proposal
 - *Action requested is to approve the Park & Rec Board’s recommendation to approve Christopher B. Burke’s proposal to create a Master Park Plan for Milky Way Park and assist the City in completing the necessary steps required prior to submitting an OSLAD grant application.*
19. Park & Rec Board Recommendation – Programming Fee Structure
 - *Action requested is to approve the Park & Rec Board’s recommendation to increase the non-resident fees to 30% over resident fees for all programming.*
20. Park & Rec Board Recommendation – Surplus Property
 - *Action requested is to approve the Park & Rec Board’s recommendation to declare the 2022 Ford Pickup Truck F150 as surplus, with a minimum bid of \$30,000.*
21. Tree Board Appointments
 - *Action requested is to approve the Mayor’s recommendation to appoint the following individuals to the Tree Board: Shawn Kingzette, Shannon Westphal, Janet Hugg and Joel Kriete with Alderwoman Haderlein who will be the Chairperson.*
22. Call Special Parks & Recreation Board Meeting on April 4 for Candidate Interviews for the Parks & Rec Supt.
23. Department Head Reports
24. Committee Reports
25. Treasurer’s Report

26. Attorney's Report
27. Administrator's Report
28. Clerk's Report
29. Mayor's Report
30. Adjournment

City of Harvard Memo

To: Lori Moller
From: Debi Bejot
Date: 3/5/2024
Re: Minutes of the February 24, 2024 Administration Committee Budget Workshop

Lori:

The Administration Committee met on February 24, 2024 to discuss and approve the upcoming 2024/2025 Budget. All members of the Committee were present, as well as the following participants:

Mayor Kelly
Alderman Schulz
Alderman Lavallee
Alderwoman Lancaster
Alderwoman Luna
Administrator Leone
Chief Bauman
Deputy Chief Sacco
Superintendent Grant
Superintendent Lamz
Director Day
Code Enforcement Officer Nutley
Library Director Sutera (mid-day)

The meeting was called to order at 8:00 am. The budget was analyzed and discussed throughout the day according to the agenda posted. The attached document reflects changes made and the final budget was approved in the amount of \$16,775,940. It should be noted that the items highlighted in yellow were changed after the fact as the amount of the TIF study, projected to be \$20,000, was received post-budget workshop and the proposal came in at \$30,000. This increases both the revenue line item for Developer Escrow by \$10,000, as well as increasing the Professional Fees Expense line item by \$10,000. No additional funding requests for this increase are required, as this expense is offset by revenue that will be collected from the developer (100% reimbursement).

The meeting adjourned at 4:06 p.m.

Respectfully submitted,

2024/2025 Budget Workshop

Changes to General Fund			
	From	To	Difference
Total Proposed General Revenue:	\$ 8,723,372.00		
General Revenue Changes			
Grant - 01-00-44200	\$ 444,697.00	\$ 428,506.00	\$ (16,191.00)
Zoning/Platting Fees - 01-00-44360	\$ 4,000.00	\$ 5,500.00	\$ 1,500.00
Developer Escrow - 01-00-44390	\$ 55,000.00	\$ 65,000.00	\$ 10,000.00
Yard Waste Stickers - 01-00-44500	\$ 3,000.00	\$ 2,000.00	\$ (1,000.00)
Cash on Hand - 01-00-44980	\$ -	\$ 234,462.00	\$ 234,462.00
Total Proposed Expenses:	\$ 8,944,443.00		
Administration Expense Changes			
Salaries - 01-01-54010	\$ 282,235.00	\$ 279,878.00	\$ (2,357.00)
Professional fees - 01-01-55020	\$ 75,270.00	\$ 85,270.00	\$ 10,000.00
Yard Waste Stickers - 01-01-56250	\$ 3,000.00	\$ 2,000.00	\$ (1,000.00)
Police Department Expense Changes			
Vehicle/Equip Maint - 01-03-55140	\$ 15,000.00	\$ 25,000.00	\$ 10,000.00
Police Commission - 01-03-56190	\$ 3,500.00	\$ 4,500.00	\$ 1,000.00
New Equipment - 01-03-58000	\$ 72,600.00	\$ 60,000.00	\$ (12,600.00)
Community Dev Expense Changes:			
Salaries - 01-04-54010	\$ 168,000.00	\$ 170,357.00	\$ 2,357.00
Gas/Oil/Grease - 01-04-56170	\$ 1,000.00	\$ 1,300.00	\$ 300.00
		General Fund Revenue Changes:	\$ 228,771.00
		General Fund Expense Changes:	\$ 7,700.00
General Revenue Ending Balance:	\$ 8,952,143.00		
General Expense Ending Balance:	\$ 8,952,143.00		

Changes to Park Fund			
	From	To	Difference
Park Fund Proposed Revenue:	\$ 412,000.00		
(Does not Include Soccer Rev/Exp)			
Park Fund Proposed Expenses:	\$ 412,000.00		
Parks Expense Changes:			
Training/Seminars - 04-00-54750	\$ 500.00	\$ 300.00	\$ (200.00)
Park Programs - 04-00-57070	\$ 53,300.00	\$ 45,800.00	\$ (7,500.00)
Civic Programs - 04-00-57073	\$ -	\$ 7,500.00	\$ 7,500.00
Transfer Out - 04-00-57000	\$ 12,158.00	\$ 9,358.00	\$ (2,800.00)
Pool Expense Changes:			
Electricity/Utilities - 04-07-56150	\$ 14,000.00	\$ 16,000.00	\$ 2,000.00
Chemicals - 04-07-56290	\$ 13,000.00	\$ 14,000.00	\$ 1,000.00
		Park Fund Expense Changes	\$ -
Park Fund Expense Ending Balance:	\$ 412,000.00		
Park Fund Expense Ending Balance:	\$ 412,000.00		

Changes to Sewer/Water Fund			
	From	To	Difference
Proposed Revenue Balance:	\$ 3,887,887.00		
UT Operation Proposed Expenses:	\$ 2,086,013.00		
Professional Fees - 70-10-55020	\$ 130,000.00	\$ 120,000.00	\$ (10,000.00)
Lift Station Maint - 70-10-55190	\$ 45,000.00	\$ 55,000.00	\$ 10,000.00
UT Maintenance Proposed Expenses:	\$ 1,801,874.00		
		Sewer/Water Fund Expense Changes	\$ -
Sewer/Water Revenue Ending Balance:	\$ 3,887,887.00		
Sewer/Water Expense Ending Balance:	\$ 3,887,887.00		

Total Proposed 2024/2025	
Revenue	\$ 16,547,169.00
Expenses	\$ 16,768,240.00
2023/2024 Budget Changes:	
Total Revenue Increased	\$ 228,771.00
Total Expenses Increased	\$ 7,700.00
Final Budget Revenue Balance	\$ 16,775,940.00
Final Budget Expense Balance	\$ 16,775,940.00

ADMINISTRATION COMMITTEE MEETING MINUTES

March 13, 2024 – 7:00 pm

Chairperson Lisa Haderlein called the meeting to order at 6:30 pm. Committee members present: Chairperson Lisa Haderlein, Alderman Dan Carncross, Alderman Charlie Gorman and Alderman Matt Perkins. Also present were Mayor Mike Kelly, City Administrator Lou Leone, Finance Director Deb Bejot, Community Development Director Donovan Day, Code Enforcement Officer Anne Nutley, City Attorney Jennifer Gibson and members of the audience.

Public Comment

Chairwoman Haderlein opened the floor to public comment for any item not on the agenda. There were none.

Contract – Maguire Iron Water Tower Asset Management Program

City Administrator Leone reviewed his memo which outlines his investigation into concerns brought forth by David Headley at the February 27th City Council Meeting regarding the pending Maguire Iron Water Tower Maintenance Agreement. All concerns were discussed with Darin Clarke of Maguire Iron and satisfactorily addressed. Language has been incorporated into the contract assuring that prevailing wage act requirements will be followed. Mr. Clarke also agreed to let representatives from Painters District Council No. 30 monitor compliance of their work in Harvard. A motion was made by Alderman Carncross, seconded by Alderman Gorman to recommend to the City Council approval of the revised agreement with Maguire Iron as presented. All ayes. Motion carried.

FOP Equipment Donation

A motion was made by Alderman Perkins, seconded by Alderman Carncross to donate the drone. Mayor Kelly clarified that the motion is to accept the donation. Alderman Perkins and Alderman Carncross amended their motion and second respectively to accept the donation from the FOP Lodge #134 of a Mavic 3 drone to the City of Harvard Police Department for use. City Administrator Leone added that the FOP is donating the drone with the understanding that it will primarily be used by the PD; when not in use by the PD, other departments like Economic Dev and Parks & Rec can also use it. The drone becomes City property and can be used throughout. All ayes. Motion carried.

Tree City USA

Tree City USA Application

City Administrator Leone indicated the application process take a while. He spoke with representatives from the State of Illinois and the City is officially a Tree City USA by Illinois standards. The City's application has been sent to the Arbor Day Foundation for national recognition; they do not see any problems with our application but still have to go through all of the Illinois applications at one time. They anticipate that the City will receive their welcome to the Tree City USA packet by April 19th which includes flyers, flags and a plaque.

Tree Board

Mayor Kelly's appointments to the Tree Board will be on the March 26th City Council Agenda.

Arbor Day Proclamation

The Committee reviewed the draft Arbor Day Proclamation which will be corrected to reflect April 26th as Arbor Day, add the new City logo and "Michael P. Kelly"; the proclamation will be on the March 26th City Council Agenda.

Alderswoman Haderlein inquired about having a tree planting day, possibly at the Dog Park, to provide additional shade. City Administrator Leone spoke with Supt. Lamz about having a tree planting day this year, location TBD.

Discussion Video Gaming Fees

Mayor Kelly indicated the City currently charges \$25 per gaming machine. The gaming fee can actually be up to \$250 per machine. His recommendation is to consider increasing the fee to \$250 per machine beginning in FY25/26 which is an opportunity for additional revenue. Establishments could be notified of the increase with this year's renewal. Alderman Perkins requested a list of what other communities charge. If each establishment has the maximum 6 machines, it would increase the fee from \$150 to \$1,500 per establishment; the annual revenue would increase from approximately \$3,000 to \$30,000. After discussion, a motion was made by Alderman Gorman, seconded by Alderman Carncross to recommend to the City Council to approve the \$250 to be effective in FY25/26 and to put a heads up with this year's mailing notifying license holders. All ayes. Motion carried.

Planning & Zoning Commission Recommendation/Backyard Chickens

Chairman Gorman reviewed his discussion points as included in the agenda packet: conditional vs permitted use; standards; fees/fines and proposed additions and edits to the proposed chicken ordinance. Specific areas of discussion:

Conditional vs Permitted Use

The Committee discussed whether backyard chickens should be a permitted use, conditional use or a temporary conditional use.

- Community Development Director Day made note of the process for a conditional use hearing before the Planning & Zoning Commission at a cost of \$900.
- Alderman Gorman indicated that conditional uses tend to be more for businesses as opposed to residential; currently in the UDO, there aren't any conditional uses in residential zones. What would the Planning & Zoning Commission come up with that would disqualify a person if they met all the requirements to obtain a permit? Alderman Gorman suggested that moving forward as a permitted use would make more sense with the rules put in place and enforced. Fees would also be lower.
- Attorney Gibson indicated you could limit the timeframe that a permit is issued for.
- Mayor Kelly suggested establishing a sunset clause which would force the City Council to address the issue before the sunset clause would take effect which would dictate it as a pilot program.
- Alderman Carncross said his research showed there are communities that have this program set up where there are considerable issues with enforcement and people not following the rules. Those communities aren't open about the fact that they have those issues, but there are documented meetings where people and HSA's have complained. He suggested a hard sunset clause or two-year pilot.
- Alderman Perkins expressed his concern with a two year sunset clause when families have already obtained a permit and have chickens; just because it sunsets, those residents who invested in backyard chickens will continue to do so. Alderwoman Haderlein noted if the program is working and there aren't any problems, then it doesn't sunset. City Administrator Leone said residents would know the risk up front that it is a pilot program and could be eliminated down the road. Alderman Carncross noted a sunset clause provides a failsafe that allows the City Council to review and address any issues and could encourage better behavior for the first couple of years.
- Donovan said an option to consider with a pilot program is to limit the quantity of permits issued. Alderman Carncross and Alderwoman Haderlein didn't think there needed to be a limit with the pilot.

The general consensus was to allow backyard chickens as a permitted use as a pilot with a sunset clause in two years.

Alderwoman Haderlein introduced Rehana Mohammed-Smith, Co-Founder of Georgia's Place Bird Sanctuary, located on 20612 Route 14, Harvard. Rehana then addressed the Committee. The sanctuary is a non-profit that rescues and provides permanent shelter for abused, neglected and dumped birds while promoting compassionate living for these birds. Her concerns are Midwest winters which can detrimentally harm chickens that are not properly sheltered with heat, educating chicken keepers on predator proofing, chicken illness/disease, instances where people accidentally get roosters, and the dumping of birds on their sanctuary. She recommended a letter from a veterinarian that sees and treats chickens as part of the permit process (there are none in Harvard or Woodstock, but she has contacts for vets near Algonquin, the Chicagoland area and in UW Madison, Wisconsin) and a half day of volunteering at their sanctuary to see what chicken keeping requires and get proper care tips. After completion of the half-day, she would provide a letter that they completed the requirement. Rehana will send City staff the list of vets.

- The Committee discussed whether to include a letter from a vet as part of the requirements. Alderman Gorman reviewed the proposed rules which include chicken health and provisions for roosters that could be expounded on to include additional recommendations if desired.

Standards

- The Committee discussed where the standards will go in the City code. The consensus was to add the standards to Chapter 12, Dogs, Cats, and Other Animals with a reference in the UDO chart as a permitted use that cross references Chapter 12.
- Donovan suggested that storage of chicken waste/manure shall not be permitted within 15' from any property line and only in the rear yard. Rehana noted an option is an enclosed compost bin. An enclosed structure for manure/waste is part of the proposed additions.
- Donovan indicated that the Planning & Zoning Commission recommended 4' setbacks from the property line which is the standard setback for an accessory structure and 10' from any building.
- Alderman Gorman said he basically used Donovan's specs for chicken coops/runs as far as size although he made the run a little bigger. He also kept the number of chickens as noted in the original draft based on size.

Screening/Fence

- Alderman Gorman thought what was meant by screening is around the coop and run not the whole yard. There was discussion that a screened fence makes sense; plants don't make a reliable structure. The requirement in the original draft is that you can't see it from any other lot.
- Donovan said the purpose of the screening was to shield it from view of the neighbors. The chickens would be contained in the chicken run with whatever material it's made of. The screening was implied to be outside of that. An option could be that the screening is a fabric/material that's on the chicken coop/run on three sides so neighbors can't see it, not necessarily a 6' fence, or not at all because everything is contained in the coop/run.
- Jessica Helmeid, 308 N. Jefferson St., agreed that it's acceptable to block from the view of the road, but said it seems a bit excessive to have screening on all sides if the chickens are already in a coop/run. It will make it harder to access every time they need to take care of their chickens.

After further discussion, the general consensus was to remove the screening and fencing requirement, but the coop/run can't be visible unexposed from any roadway adjacent to the property. If visible from the roadway, a privacy fence could be put up for the street view.

Fees/Fines

The consensus was that a permit should be annual from the date the permit is issued. The initial application fee is \$300 with a yearly renewal/inspection fee of \$30. The City would issue and keep record of the bands. There would be no per chicken fee.

Education

The Committee discussed the ½ day volunteer work at the sanctuary as part of the educational requirement:

- Dave Helmeid, 308 N. Jefferson St., said it would be quite a boondoggle to make everybody volunteer 4 hours of their time to get this expert opinion to allow them to move forward with chickens. He felt a lot of time was given today, a lot more time than other people have had to speak on a regular basis, to an expert that was brought in front the board. He also asked Alderman Carncross to address and share the cities/complaints he referred to in his research. City Administrator Leone requested that Mr. Helmeid be respectful to the Committee or he would be asked to leave.
- Rehana said it wouldn't be her opinion in any way or letter of recommendation, just a letter they had attended.
- Jessica Helmeid, 308 N. Jefferson St., said that having an educational option is beneficial but didn't think forcing people to volunteer their time go to someone's non-profit for the day is the best option. Classes are also offered at Tractor Supply, the library and other locations. They have been at this with statistics and facts for a really long time and have already gone over some of things that newer people haven't really had the chance to hear or learn.
- Alderwoman Haderlein recommended if education is required, to give people a choice, either the sanctuary as an alternative option or other class. Alderman Carncross concurred with having options. City Administrator Leone said the idea is to provide education; City staff can draft language to provide options for qualified education sources.
- Alderwoman Haderlein commented to Dave and Jessica that this an ordinance that applies not just to them but to every property in the City. Over the course of the months of discussion, folks have provided a lot of good input as well as folks who had concerns. The Committee is trying to balance all of that and make sure this is something that works for all of our residents and staff who need enforce it. She is perfectly comfortable taking whatever time is necessary to get that right and something that is going to be effective and proud of going forward.

Denial, Revocation, Non-Renewal

- Alderman Carncross inquired if there is language in the City code that would prevent applicants from getting approval if they have outstanding fees or fines that are owed to the City. Attorney Gibson suggested narrowing it to outstanding property violations and not tailor it to a fine. Verbiage can be added to this section within what is legally allowed. Attorney Gibson suggested adding language to the ordinance for some kind of due process for review or appeal if someone is denied or revoked. Alderman Gorman noted the third bullet under permit requirements states "all amounts owed to the City...shall be paid in full, and all utility accounts shall be in good standing."
- Sara Berg, 508 Old Orchard, inquired about enforcement language for people who don't have permits. Director Day said the goal is always compliance and reviewed steps taken to get individuals to comply. Anne and Donovan reviewed enforcement for individuals who already have chickens; there is an expectation of privacy which makes it difficult if individuals have a fence that Anne can't see over. Mayor Kelly clarified that the ordinance under consideration does not address non-compliant people who currently have chickens.

There was no further discussion on the proposed additions and edits to the proposed chicken ordinance.

A motion was made by Alderman Carncross, seconded by Alderman Perkins to recommend the ordinance go before the City Council to be approved or denied with the additional language and edits as discussed. All ayes. Motion carried.

New Business

There was no new business to discuss.

At Jessica Helmeid's inquiry, Chairwoman Haderlein stated that the ordinance will come before the City Council at the March 26th, 2024, meeting.

A motion was made by Alderman Gorman, seconded by Alderman Carncross to adjourn the meeting. All ayes. Motion carried.

Meeting adjourned at 8:15 pm.

Submitted by:
Chairwoman Lisa Haderlein

TRANSPORTATION COMMITTEE MEETING MINUTES

March 6, 2024 - 6:30 pm

Chairman Gorman called the Transportation Committee Meeting to order at 6:30 pm. Committee members present: Chairman Charlie Gorman, Alderman Jay Schulz, Alderman John Lavalley and Alderman Matt Perkins. Also present were Mayor Kelly, City Administrator Lou Leone, Finance Director Deb Bejot, Public Works Supt. Rob Lamz and Gary Rozwadowski, Christopher Burke Engineering.

Public comments

None

Parking on Front St. in front of the Starline Building

The Committee revisited the parking situation in front of the Starline Building. Alderman Schulz expressed his opinion that in order to be effective, the “No Parking” sign needs to extend to the other side of Page St.; right now, it ends 30’- 40’ short of the entrance into Starline. People aren’t parked there, but cars are parking right in front of the door. After discussion, the consensus was to put a “No Parking” sign on the other side of Page St. as well. Public Works will also paint the curb when weather permits and the temperature is consistently above 40°. Chairman Gorman inquired as to the status of Starline putting in a crosswalk. Mayor Kelly and City Administrator Leone related that the crosswalk was pretty much dropped due to engineering requirements after which the discussion turned to the “No Parking” signs.

Staff Report on use of this year’s MFT Funds

The Committee reviewed the 24/25 MFT Road Program spreadsheet showing crack sealing/rejuvenation. Skip patching is the stopgap portion of the program and will be determined after the preventive maintenance. Supt. Lamz reported that according to Gary’s calculations, 2,400 sq. yds. are available if acceptance testing isn’t waived and 2,680 sq. yds. if the acceptance testing is waived.

City of Harvard 2024 Road Program																
Street	ID	From	To	Length	Width	Sq Feet	Sq Yds	Rejuvenation?	Crack Routing Centerline Lin Feet	Crack Routing EOP/EOC Lin Feet	Crack Routing Trnsvrs/Other Lin Feet	PCI	Year Resurfaced	Year Rejuvenated	Year Crack Sealed	Roughness Index
FRONT ST	1465	STH ST	HUTCHINSON ST	361	26	9386	1043	Y	722	722	182	45				264
FRONT ST	1466	HUTCHINSON ST	PAGE ST	328	26	8528	948	Y	656	656	182	77				165
FRONT ST	1194	PAGE ST	EASTMAN ST	295	32	9449	1050	Y	590	590	192	59				236
FRONT ST	1279	EASTMAN ST	AYER ST	312	40	12480	1387	Y	290	290	96	30				351
FRONT ST	1280	AYER ST	JOHNSON ST	279	42	11718	1302	Y				26				538
FRONT ST	1104	JOHNSON ST	DIVISION ST	509	32	16288	1810	Y	1018	1018	480	59				297
4TH ST	1197	BURBANK ST	BROWN ST	328	24	7872	875	Y	984	656	96	48				257
4TH ST	1001	ROOSEVELT ST	McKINLEY ST	328	29	9514	1057	Y	984	656	116	48				257
4TH ST	1216	NORTHFIELD AVE	BLAINE ST	640	29	18560	2062	Y	1280	1280	435	51				227
BLANCHARD ST	1058	PARK ST	WASHINGTON ST	230	20	4600	511	Y	690		300	55				247
HOWARD ST	1033	EOP	WASHINGTON ST	148	23	3404	378	Y	592	296	1035	33				396
CHURCH ST	1024	DIVISION ST	HART BLVD	312	30	9360	1040	Y				46	>2017		2023	439
CHURCH ST	1026	LINCOLN	GARFIELD ST	295	30	8850	983	Y				50	>2017		2023	400
CHURCH ST	1025	JEFFERSON ST	LINCOLN	344	30	10320	1147	Y				58	>2017		2023	359
CHURCH ST	1027	HART BLVD	JEFFERSON ST	328	31	10168	1130	Y				64	>2017		2023	364
GARFIELD ST	1370	KLAMAN ST	CHURCH ST	246	25	6150	683	Y	738	492	200	41				426
HAYES ST	1277	CHURCH BLVD	DEWEY ST	312	23	7176	797	Y				23				417
HAYES ST	1277	CHURCH BLVD	DEWEY ST	312	23	7176	797	Y				23				417
HAYES ST	1278	UNIVERSITY ST	KLAMAN ST	312	28	8736	971	Y	936	624	56	64				252
HAYES ST	1275	DIGGINS ST	UNIVERSITY ST	344	28	9632	1070	Y	1032	688	56	49				232
HAYES ST	1270	BROWN ST	BLACKMAN ST	295	28	8260	918	Y	885	590	168	51				238
HAYES ST	1271	HAYES CT	BROWN ST	344	29	9976	1108	Y	1032	688	232	63				237
HAYES ST	1269	E MCKINLEY ST	HAYES CT	344	28	9632	1070	Y	1032	688	224	59				214
HARRISON AV	1050	DIVISION ST	HART BLVD	344	25	8600	956	Y	1376	344	350	43				520
HARRISON AV	1049	HART BLVD	JEFFERSON ST	312	25	7800	867	Y	1248	312	325	39				383
PHESANT RUN RD	1284	DEERPATH RD	OLD ORCHARD RD	509	30	15270	1697	Y	2545	1018	120	55				188
MCKINLEY ST	1494	DIVISION ST	HART BLVD	656	30	19680	2187	Y				27				430
MCKINLEY ST	1495	HART BLVD	JEFFERSON ST	673	30	20190	2243	Y				48	>2017		2023	281
MCKINLEY ST	1497	JEFFERSON ST	LINCOLN	689	30	20670	2297	Y				47	>2017		2023	253
MCKINLEY ST	1496	LINCOLN	GARFIELD ST	656	30	19680	2187	Y				47	>2017		2023	274
MCKINLEY ST	1226	GARFIELD ST	GRANT ST (N)	230	35	8050	894	Y				52	>2017		2023	236
MCKINLEY ST	1229	GRANT ST (N)	GRANT ST (S)	98	48	4704	523	Y				47	>2017		2023	242
MCKINLEY ST	1228	GRANT ST (S)	HAYES ST (S)	328	48	15744	1749	Y				46	>2017		2023	204
MCKINLEY ST	1227	HAYES ST (S)	HAYES ST (N)	164	30	4920	547	Y				41	>2017		2023	230
MCKINLEY ST	1273	HAYES ST (N)	O BRIEN ST	328	30	9840	1093	Y				49	>2017		2023	302
MCKINLEY ST	1274	O BRIEN ST	LIBRARY LOT LINE	330	25	8250	917	Y				27				476
Total						380633	42293		18630	11608	4845					

Chairman Gorman recommended putting together a report that can be shared with the public using social media as a reference point to guide residents to the City’s website which would outline the actual program.

A motion was made by Alderman Perkins, seconded by Alderman Schulz to accept the locations as presented for the 24/25 MFT Road Program as presented. All ayes. Motion carried.

Post Office stairs, ramp and angle parking (update and costs so far)

Gary Rozwadowski reviewed a power point presentation that outlined the history and current status of the post office project which commenced in 2021. Midland Standard recently took pavement cores which show that Eastman St. has very little existing bituminous with very poor or no aggregate base and cannot be milled and resurfaced. Because of the condition of the pavement, the City can't do what was originally intended and reconstruction is required. This entire block of Eastman St. currently has no drainage structures. Finance Director Bejot indicated that nothing is budgeted towards this project in the FY24/25 Budget. Different options were discussed: reconstruct the entire street as part of the road program after the City starts collecting the municipal sales tax, set money aside as it becomes available, or look into expanding the potential TIF (old police dept.) to include all of Eastman St.

Alderman Lavallee recommended core sampling going forward to make better decisions on how to proceed with roads. There was further discussion on how to proceed with the extra revenue from the sales tax which can be determined at a later date once we know how much revenue will be received and policy/strategy is set. Item tabled until data is available to make decisions.

Downtown parking in the 2-hour parking limit zones

Current ordinance provides for two-hour parking on Ayer St. City Administrator Leone and Mayor Kelly gave an overview of the enforcement effort to open up Ayer St. for customers. The City offers free parking permits available at the Police Dept. to park in City lots and certain streets off the downtown area. There should be sufficient spaces in those areas to accommodate business owners and their employees. The letter in the packet will be issued on Friday to notify businesses. The limit will be enforced on a regular basis; staff is working within the budget to figure out a "meter maid", possibly the intern, that will check parking to ensure compliance. Other options could include parking fees for the downtown (parking meters or kiosks).

At Alderman Perkins' inquiry, Supt. Lamz reported that due to budget constraints, the "no truck parking" signage was put in only on the northwest and southeast corners of Ayer St. Additional signage will be put in this upcoming budget year.

Items for Future Meetings

- Consider a uniform sidewalk policy/strategy; staff was directed to put together a presentation.
- Finance Director Bejot related that MFT funds haven't been used since 2021 for the 50/50 sidewalk program. \$95,000 has been allocated in the upcoming fiscal year for the sidewalk program from the general fund which is less restrictive. A decision on locations should be made soon so staff can start planning. Anne has an extensive evaluation on sidewalks and can shed some light on what she and Rob feel are the best locations to start with.
- At Alderman Gorman's inquiry regarding the Diggins East Project, Rob related that the state will replace the crossings on either side and as much sidewalk as necessary to meet the grade at that crossing. Two crossed sidewalks are being put in at the City's request. The project ends right in front of Trinity Lutheran Church where it transitions from asphalt to concrete, just before Grant St. The City has called out for possible pay items to rebuild the tops of the two structures in front of Trinity Lutheran Church and in front of Garfield.
- The engineering monthly summary will be included in future Committee agenda packets.

The next meeting was scheduled for April 3rd, 2024, at 6:30 pm, to be confirmed at the City Council Meeting.

A motion was made by Alderman Schulz, seconded by Alderman Perkins to adjourn the meeting. All ayes. Motion carried.

Meeting adjourned 7:21 pm.

Submitted by:
Chairman Charlie Gorman

**PARKS & RECREATION BOARD MEETING MINUTES
FEBRUARY 26, 2024**

It was noted that Alderman Schulz has stepped down as chairman and traded committees with Alderwoman Haderlein. Alderman Lavallee will now be chairman of the Parks & Rec Board. Chairman John Lavallee called the meeting to order at 6:00 pm. Board members present: Chairman John Lavallee, Alderwoman Rosa Luna, Alderwoman Lori Lancaster, Scott Logan and Pep Saucedo. Alderwoman Lisa Haderlein was absent. Also present were Mayor Kelly, City Administrator Lou Leone and Finance Director Deb Bejot.

Public Comment

None

Approval of Minutes

A motion was made by Alderwoman Luna, seconded by Pep Saucedo to accept the Park Board Minutes of January 15, 2024, as presented. Roll call vote: Logan, aye; Luna, aye; Lancaster, aye; Saucedo, aye and Lavallee, aye. Motion approved five to zero.

Project Update/Status

City Administrator Leone provided project updates/status report:

- The boys basketball program concluded on Saturday, February 24th. Lou reached out to the coaches and parents to have a post season discussion to make improvements for next year. A parents meeting should be held at the beginning of the program to establish expectations.
- The ESL Program was well attended with the last class on Wednesday, February 28th. Alderwoman Luna indicated she would like to participate in the next program. She said the community was expecting more like “ESL classes”. She also suggested a topic of what it entails to become a business owner; this can be tied in on the Economic Development side as well. Marketing also needs to be improved. Mayor Kelly related the desire to create a programs catalog that can be sent out to residents a full quarter before programming occurs.
- The instructors for Zumba and Limber Life decided not to continue so those classes have been cancelled.

Programs and Events

- The Men’s Soccer League is gearing up for this year. They had a lot of feedback to start a lady’s league, perhaps next year.
- Other programs discussed were the soccer tournament and runs in July, the zombie run in late September/early October and the Egg Nog Jog in December. Mayor Kelly reported the Parks Foundation is discussing holding some type of Halloween event, so there may be potential to coordinate together.
- NISRA has offered to provide Zumba and other instructors at no cost as part of our membership.

Rebuild Illinois Grant

Paperwork issues have been resolved and a notice of award letter is in que but hasn’t been sent yet.

Community Garden Project Grant

The City received a reimbursement grant in the amount of \$7,500 from the Illinois Realtors Association for the community garden. The original plan was to build planters that will be rented out; the budget has been bumped up to add an ADA walking path. Lou would like to dedicate two planters for NISRA that would be built to ADA standards; NISRA would provide an instructor to assist with all the planters. The Illinois Realtors Association is offering people to build the planters for us. Lou will make sure the water issue has been resolved and will advise the Park Board. Marketing should happen soon.

OSLAD 2024 Grant Application

City Administrator Leone reported that the City was not awarded an OSLAD grant in the 2022 grant cycle which was submitted to update the southeast side of Milky Way Park. An application was not submitted in 2023. The City’s engineer, Christopher B. Burke Engineering, has someone who specializes in writing OSLAD grants. Lou will find out the cost from the engineers and advise the Park Board; the fee would be covered through engineering fees. A motion was made by Pep Saucedo, seconded by Alderwoman Luna to direct staff

to move forward with an OSLAD grant; additional details will be forthcoming from the engineers. Roll call vote: Lavallee, aye; Logan, aye; Lancaster, aye; Luna, aye and Saucedo, aye. Motion approved five to zero.

Soccer Tournament

City Administrator Leone provided an overview of the proposed soccer tournament to be held July 27th & 28th at Milky Way Park. The tournament will be double elimination, with 21 teams and 3 Divisions. Trophies and medals will be awarded to 1st/2nd/3rd place. Deb has volunteered to spearhead the family portion of the event. This is being planned as a two-day event with various activities (bouncy houses, mechanical bull, face painting, kids crafts, cornhole, food trucks and beer tent). Estimated attendance is 1,500 - 2,500. The QR code on the flyer is live with GotSport.com; the cost per team is \$1,200. Lou has a follow-up meeting scheduled with Budweiser who is interested in participating in the beer tent. He has also reached out to Coke and Pepsi as well as sponsors. The anticipated cost for the event is about \$24,000. Donovan has reached out to Alumitank to donate/reduce cost for goal posts. The Parks Foundation is also donating to the cost of the goals.

Soccer Field Landscaping

A motion was made by Pep Saucedo, seconded by Alderwoman Lancaster to recommend to the City Council to accept the quote submitted by Summerview Landscapes, Inc. in the amount of \$6,300 to fix the three soccer fields to be paid for with the money market account. Roll call vote: Lancaster, aye; Lavallee, aye; Logan, aye; Luna, aye and Saucedo, aye. Motion approved five to zero. The quote is for one application which should last through the summer.

Mary's Park Equipment Purchase

Mayor Kelly updated the Board on the recommendation from Team Reil who indicated there was no reason to replace the whole system at Mary's Park which was estimated at \$100,000. They indicated the slide could be replaced along with the addition of an Arch Swing Set and Chin Up Bar for under \$10,000. A motion was made by Alderwoman Luna, seconded by Alderman Lavallee to recommend to the City Council to move forward with the quote from Team Reil Inc. in the amount of \$9,956 allocating said funds after May 1st. The equipment should be delivered June/July and Team Reil will provide installation rather than a community build. During the tour with the Team Reil representative, damage was noted at the playground system behind the library where a panel needs to be replaced; a quote hasn't been received yet. There are some areas that could be touched up with paint but most of the equipment is in fairly good shape. There was playground equipment at Milky Way Park that was bent but didn't pose a safety issue; a quote for replacement hasn't been received yet. Roll call vote: Lancaster, aye; Saucedo, aye; Lavallee, aye; Logan, aye and Luna, aye. Motion approved five to zero.

Harvard High School Athletic Department Field Usage Agreements

Field Usage Agreements have been received from the HHS Athletic Dept. to reserve Lion's Park on May 21st and May 24th for the IHSA Softball Regionals and use of Milky Way Park on September 10th, October 8th and October 19th for Cross Country Meets. Mayor Kelly clarified that since they are not requesting a fee waiver, their request does not need specific Park Board or City Council approval and will be included on the scheduling. Typically, the Parks & Rec Supt. does the scheduling and billing.

Harvard Jr. Hornets Soccer Fee Waiver Request

Harvard Jr. Hornets Soccer submitted a Fee Waiver Request for use of Milky Way Park for their spring/fall season. Lou will advise them that any City function would take precedent. At Pep's inquiry, Lou will find out if the organization puts any funds into fields. A motion was made by Alderman Lavallee, seconded by Alderwoman Lancaster to recommend approval to the City Council pending submission of the dates/times of usage. Roll call vote: Logan, aye; Luna, aye; Lancaster, aye; Saucedo, aye and Lavallee, aye. Motion approved five to zero.

Discussion on Reallocation of Equipment

City Administrator Leone reviewed the reallocation of equipment. The 2022 Ford F250 Truck has been reallocated from the Parks Dept. and assigned to City Hall where it can be utilized by all departments as needed. The 2017 Chevy F150 truck has been reallocated from Public Works to Darrell in Parks which is more practical for what he needs. Public Works will be getting a rotated Explorer from the Police Dept. The current Community Development truck, 2007 Dodge Dakota, will be sent to auction. The Parks 2007 Ford will be auctioned and the funds deposited in the Parks money market account.

There was considerable discussion regarding the original purchase of the 2022 Ford F250 truck which is more truck than what was really needed but was the only truck available at the time. The truck could be sold with a potential profit of \$10,000 that would go back into the Parks money market account. The Park Board recommendation was to direct staff to explore the possibility and look into the benefits of selling the truck. Lou will report back at the next meeting. There are vehicle options available in the fleet should the new Parks & Rec Supt. need a vehicle.

Vandalism Report

There was graffiti vandalism in Lion's, Northfield and Milky Way Parks which are under investigation by the Police Dept. The Public Works Dept. has responded to clean up all three parks.

Mayor's Report

Mayor Kelly gave an overview of activities since the Parks & Rec Supt.'s resignation. The City Administrator and other staff within City Hall have taken over some of the duties. The interview process will commence soon for the applicants that have applied for the position. In the interim, Darrell will assist in opening the pool. Lou will be contacting previous pool employees to ascertain if they are coming back this season. The expectation is that the pool manager will be empowered to be more than just a head life guard.

Parks & Rec Report

City Administrator Leone reviewed the Parks & Rec Supt. Report and highlighted the pool house damages and subsequent issues.

NISRA has a focus on special needs and is willing to assist in programs; they will send a representative to the next Parks & Rec Board meeting. Mayor Kelly clarified that the City levies a tax for NISRA in the amount of \$40,000, out of which the City pays membership dues. The City has opportunity to engage NISRA for activities to better partner with the program utilizing the funding in the NISRA account. The actual amount in the NISRA fund will be verified and once that is determined, the Park & Rec Board can decide how to utilize the funding earmarked for these types of programs.

New Business

Lou related that the focus point/goals as noted at the budget workshop for himself while he is serving as the interim director but more for the new Parks & Rec Supt. is to make sure we're doing cost efficient programs, trying to better allocate resources and utilize what's available. Other departments in the City want to participate to make the Parks & Rec programs highly successful.

The next regular meeting date is March 18th, 2024 @ 6 pm.

At 7:34 pm, a motion was made by Pep Saucedo, seconded by Alderwoman Luna to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairman John Lavalley



City of Harvard Memo

To: City Council
From: Lou Leone
CC: Mayor Kelly
Date: March 26, 2024
RE: City Administrator's Monthly Report

Summary of February 2024 Activities:

- Attended a meeting with McHenry County officials to discuss the City and needs. Prep work for County meeting in Washington, DC.
- Attended Senior Center Board meeting.
- Attended Chamber silent auction night.
- Attended Planning/Zoning meeting.
- Attended Budget Workshop.
- Attended the following monthly meetings: Parks, Administration, Community Development committees, McHenry County Enterprise Zone Board, McHenry County Council of Governments, Metro Mayors Caucus, Illinois Public Works Mutual Aid Network (Board and Executive Board), ILCMA Metro Managers Board and Leadership Greater McHenry County.
- Continuing a twice a month Department Head meeting including Diggins Library.
- Continued work responding to FOIA requests.
- Held "drop-in" meetings with citizens.

Solar Discussions: Met with representatives from the Keystone group to discuss potential for solar on City buildings. The purpose is to reduce utility costs so that more of the funds can be applied towards equipment and projects.

Mercy Hospital: Along with Mayor Kelly and Donovan Day, met with representatives from Mercy Hospital to discuss the Hospitals commitment to the City and likewise the City's commitment to Mercy.

Interim Parks & Rec Superintendent: Met with parents, coaches and players on the 6th grade squad to discuss the remaining part of the season, expectations of parents/players, and to reassign coaching duties. Stayed through practice.

Water Billing Clerk: After a lengthy application process, we have offered the position to Rubi Vega. Rubi brings with her a strong tech background and is bilingual/biliterate. Her first day was March 18th.

APWA Award Ceremony: Along with Mayor Kelly and Superintendent Grant, attending the ceremony. The City's Wastewater Treatment Facility won an award from outstanding project. A plaque has been posted at the Facility and a second plaque can be seen at the City Office.

Homes for a Changing Region: This is a grant opportunity to conduct a housing survey and develop a residential plan. Mayor Kelly, Director Day and I attended a preliminary meeting to discuss the City's application. We have been notified that the City's application has moved to the second round of approvals. The purpose of this grant is to identify the types of homes needed for the current demand and future growth.

Public Works Interviews: Superintendent Rob Lamz will discuss further in his report. Vacancy was due to a staff member gaining employment in a company he had been taking specialized classes for. We wish him the best in his future endeavors. Assisted in the interview process. An offer was made and accepted.

Tour of USMGC with Representatives from Ukraine: Although the office was closed for President's Day, I represented the City at the US Medical Glove Company. It was a special tour for representatives from Ukraine. USMGC will be increasing their labor force to 550 workers. In addition, will be expanding operations to include production of nitrile onsite.

NISRA Board Meeting: Attended a NISRA Board meeting. Discussed potential for additional programs being offered by the City. NISRA is preparing to provide instructors for rec programs free of charge.

Department of Labor Report: Late in 2023, I invited OSHA to inspect the City Office for any potential violations. The report noted approximately 8 areas of concern. Since then, the corrections have been made and a final report submitted to OSHA certifying the corrections.

Pool Season: Started process for opening the pool and hiring lifeguards.

Community Development Report for February 2024

RESIDENTIAL CONSTRUCTION								COMMERCIAL / INDUSTRIAL CONSTRUCTION					CODE ENFORCEMENT	
MONTH	SINGLE FAMILY	*TWO FAMILY	*MULTI FAMILY	REMODEL/ ADDITION	MISC.	CONST. COST	PERMIT FEES	NEW CONST.	REMODEL/ ADDITION	MISC.	CONST. COST	PERMIT FEES	NOTICES	TICKETS
JAN	2	1	0	0	2	\$697,628	\$25,965			2	\$4,000	\$48	24	4
FEB	1	2		1	25	\$921,580	\$29,037		1	3	\$37,495	\$206	25	2
MAR														
APR														
MAY														
JUNE														
JULY														
AUG														
SEPT														
OCT														
NOV														
DEC														
YTD	3	3	0	1	27	\$1,619,208	\$55,002	0	1	5	\$41,495	\$254	49	6

* Number of Dwelling Units

PREVIOUS YEAR COMPARISONS

FEB	2				10	\$547,500	\$10,865			5	\$170,937	\$266	23	0
YTD	2				21	622,885	21,980			10	202,280	401	52	0

CODE ENFORCEMENT REPORT FEBRUARY 2024

ADDRESS	VIOLATION	ADDRESS	VIOLATION
901 N DIVISION	PARKING ON GRASS	603 S AYER	PARKING ON GRASS
602 LINCOLN	JUNK	201 LINCOLN	JUNK
109 MCCOMB	GARBAGE	200 W BLACKMAN	TIRES/JUNK
7 LINCOLN	PARKING ON GRASS	704 W PARK	PERMIT REQ'D
404 W METZEN	TRAILER ON GRASS	805 W WASHINGTON	COUCH
104 S DIVISION	PERMIT REQ'D	203 N PAGE	JUNK
100 S DIVISION	TREE HAZARD	404 W METZEN	PARKING ON GRASS
913 JOANNE	JUNK	802 GARFIELD	PARKING ON GRASS
811 JOANNE	JUNK	207 W BLACKMAN	PARKING ON GRASS
330 TIMBER	JUNK	404 W THOMPSON	PARKING ON GRASS
334 TIMBER	HOUSE #'S REQ'D	520 STONEYCREEK	INOPERABLE VEHICLE
704 W METZEN	INOP VEHICLE	316 MARENGO	INOP/PARKING ON GRASS
712 UNIVERSITY	JUNK		

CITATIONS

104 S DIVISION	FAILURE TO MAINTAIN	804 W WASHINGTON	FAILURE TO MAINTAIN
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Harvard Diggins Library Directors Report

For period: February 15, 2024 – March, 21, 2024

Submitted by: Karen Sutera

At the library this month:

- The Library Lovers Expedition continues through March 30. This year, the Expedition is seeing record number of participants with over 2,950 participants registered. Final statistics will be compiled in early April. The Expedition team will also consider how to update the Expedition for 2025.
- Bob Church has resigned as library maintenance manager. For now, library maintenance will be contracted with Brett Wiley of Odi's Woodshop on an as-needed basis.
- Staff CPR training has been postponed to a future date.
- The Friends of the Library and Harvard Historical Society are readying for the Spring Tea Party fundraiser on Sunday, April 21 at 1PM. Tickets are \$60 and may be purchased at the library. Deadline to purchase tickets is April 10. Karen is working on a website for the auction which will enable online ticket purchases and display the raffle baskets and silent auction items which will be available at the tea.
- Several bids have been received for the parking lot resurface project. The bids will be reviewed by the City library board at the March 21 meeting.

Facility Maintenance/Capitol Projects:

Odi's Woodshop repaired the peeling laminate on the circulation desk, A little heat and carpet roller proved to be all that was needed for the repair.

The handicap accessible door was updated with a new push plate and bollard on the exterior, new motors with radio controls above the doors, and a new push plate near the meeting room door to operate the interior door. With this installation, the doors will no longer be synced to open 10-15 seconds apart. Patrons entering the building will push the exterior plate to enter the exterior door and push the plate to enter the interior door. No changes were made for the exit process as this was already controlled by a push plate at each door.

February 2024 Library Statistics

See next page for February program statistics

	This month	Prior year	
No of patron visits	2,998	0 (closed for renovation)	
Total physical items circ'd	1,886		
Total digital items circ'd			
Overdrive	484		
eRead Illinois	2		
# item received in delivery	890		
# items sent out in delivery	860		

February 2024 Program Statistics

				Attendance			
	Program		Adult		Teen	Kids	Kids
<u>Date & Time</u>	<u>Topic</u>	<u>Adults</u>	<u>Passive</u>	<u>Teens</u>	<u>Passive</u>	<u>0-5</u>	<u>6-11</u>
Thurs., Feb. 1 @ 6PM	Build it Night	15				5	15
Mon Feb 5, 5:30pm	Movie Night: Barbie	2					2
Tues., Feb. 6 @ 6PM	Preschool Storytime: Hats					4	
Tues., Feb. 6 @ 6PM	Reader Leader Book Club			4			
Tues., Feb. 6 @ 3:30PM	Junior Chefs cooking class			8			8
Tues., Feb. 6 @ 7PM	ILP Presents: Jerry Kraft watch party			3			
Thurs., Feb. 8 @ 3:30PM	Junior Chefs cooking class			8			8
Thurs., Feb. 8 @ 6PM	Crafter's UFO Night	4					
Fri., Feb. 9 @ 3:pm	Altered Tin Craft for Teens			2			
Mon Feb 12, 6pm	Make and Mingle, Heart Hand Warmers	7					
Tues., Feb. 13 @ 10AM	Preschool Storytime: Valentine's Day					4	
Tues., Feb. 13 @ 3:30PM	Junior Chefs cooking class			9			6
Wed., Feb. 14 @ 1:30PM	Kids Crafternoon: Valentine Wreath						24
Thurs., Feb. 15 @ 3:30PM	Junior Chefs cooking class (CXL)						
Tues., Feb. 20 @ 11AM	Reader Leader Book Club			2			
Tues., Feb. 20 @ 3:30PM	Junior Chefs cooking class			9			5
Tues. Feb. 20 @ 6PM	Adult Sewing Class (rescheduled)	3					
Thurs., Feb. 22 @ 3:30PM	Junior Chefs cooking class			8			6
Mon Feb 26, 6pm	From Writer to Author, Dauna Needom	5					
Tues., Feb. 27 @ 10AM	Preschool Storytime: Circus					2	
Tues., Feb. 27 @ 3:30PM	Junior Chefs cooking class			5			4
Tues., Feb. 27 @ 6PM	Adult Sewing Class (rescheduled)						
Thurs., Feb. 29 @ 3:30PM	Junior Chefs cooking class			11			4
Total Programs Offered		5	0	10		4	10
Total Participation		36	0	69		15	82

Harvard Parks and Recreation Department



To: Mayor, City Council, and Lou Leone

From: Lou Leone, City Administrator

Date: March 18, 2024

Monthly Report for Parks and Recreation

Recycling Event: McHenry County Department of Health will be conducting their annual recycling event on May 11, 2024. Similar to last year, the trucks will park overnight on the 10th and be gone the Monday after the event ends. This year they will be focusing on electronic recycling.

Truck: Staff recommends that the 2022 Ford be moved to surplus and sold at auction with a recommended reserve of \$30,000.00. As a reminded, the 22 Ford was originally purchased for \$28,900.00. Any funds received would be put in the money market account.

Pool Season: Once again the pool and pool house are being prepared for the 2024 season. Darrell and Emanuel have begun repair/prep work on the facility. I will be meeting with Jason Davidson, the pool manager, on March 25th to discuss staffing needs, etc. In addition, I am looking to lower the costs for concessions as well as adjusting prices for items. The emphasis will be on data collection this summer so we can better prepare for the 2025 season.

Community Garden Grant: I am working on getting the community garden project completed. The plan is to have this done by end of March and available for rent.

Rebuild IL Grant: It was determined that the application material staff had sent in was incorrect. Working with the State Grants Coordinator, I submitted the correct information. As of the writing of this report, I have been notified that the Notice of State Award letter is officially in the que. This project can now move forward this summer.

NISRA: I have received a request for four programs this summer. Please see attached.

Soccer Tournament: A team of staff members is working with Nic & Jose to continue moving forward on the soccer tournament. As of the writing of this report, the costs originally estimated to be in the \$400,000 range for the tournament has been reduced to approximately \$23,000.00.

Interviews: As of the writing of this memo, the first round of interviews for the new Parks/Rec Superintendent has finished. The Mayor will interview candidates and then the Committee will interview the finalists. We need to discuss availability in the next week to hold a meeting to do the interviews.

Playground Equipment for Mary's Park: The Council approved the purchase of the equipment for Mary's Park. Team REIL will notify when installation will begin. As a reminder, the \$9,900 will be coming out of the money market account funds.

FACILITY REQUEST



285 Memorial Drive, Crystal Lake, IL 60014

815.459.0737 Fax: 815.459.0388

After Hours/Weekend: 815.276.6964

Date: 3/5/2024

Facility: Harvard City Hall

City: Harvard

Requested by: Dana Seehafer

Facility: _____

Contact: Lou L

Facility Contact please fill out shaded areas
Return by : 3/15/2024

Facility	Program/Activity	Day(s)	Date(s)	# of weeks	Time	Room/Equipment	Est. # of People	Fee (if applicable)	Approved
Harvard	Water Aerobics	Thurs	June 13-July 25	6	7-7:45pm	area in pool, locker room, LG	10	no July 4	
Harvard	Summer Sports Series	Thurs	June 13-July 25	6	5:45-6:30pm	Shadow Creek Park	6	no July 4	
Harvard	Game Show Showdown	Tuesdays	June 11-July 23	7	5:45-6:30pm	Community Room	8		
Harvard	Swim Skills	Tuesdays	June 11-July 23	7	7-7:30pm	area in pool, locker room, LG	5		

Do you have general liability insurance? Yes _____ No _____

Do you store any hazardous materials on/at this site? Yes _____ No _____

If yes, where do you keep your SDS sheets? _____

Approved by: _____ Phone: _____ Date: _____

After Hours Contact: _____ Phone: _____

Facility Contact E-mail: _____

Please provide a phone number to contact in case the facility is not open or if there are other concerns

To provide written confirmation for our staff please sign the form or provide your own facility receipt and return to:

Dana Seehafer dseehafer@nisra.org Fax: 815.459.0388

CITY OF HARVARD POLICE DEPARTMENT

MONTHLY ACTIVITY REPORT

February, 2024



Submitted by:
Chief Tyson Bauman



**CITY OF HARVARD POLICE DEPARTMENT
 Monthly Report
 Summary of Activity**

Calls Reported / Generated

The total number of calls reported and generated for the month of February was; 817.

As of February, 2024 the total number of calls reported and generated is; 1631.

Accidents

Officers responded to the following traffic crashes during the month:

- 10 - Property Damage
- 1 - Injury Accidents
- 0 - Fatal Accidents
- 1 - Property Damage Hit and Runs
- 0 - Injury Hit and Runs

Assaults/Batteries/Domestic Batteries

There were 0 Aggravated Assault arrests, 4 Assault arrests, 1 Aggravated Battery arrests, and 0 Battery arrests.

There were 9 reported Domestic Disputes this month and 1 Domestic Battery resulting in an adult arrest.

Burglaries/Thefts

Officers responded to the following Burglary/Theft/Robbery calls:

- 0 - Robbery
- 0 - Thefts
- 5 - Retail Theft

- 0 - Burglary
- 0 - Burglary to Motor Vehicles
- 0 - Stolen Automobile

Resulting in 2 charge(s).

Drug Arrests

Officers made the following drug arrests:

- 1 - Cannabis
- 0 - Controlled Substance
- 0 - Possession of Drug Paraphernalia
- 0 - Liquor Violation
- 0 - Tobacco Violation

Department Internal Complaints

- There is one internal complaint under investigation.

Liquor Ordinance

- There were no Liquor Ordinance Violations.

M.I.A.T and MCCAT Callouts, I.L.E.A.S., County S.W.A.T. and Gang Task Force Details

ILEAS, MIAT, McHenry County Swat, and the McHenry County Gang Task Force, were not activated for the month of February.

MCCAT was activated on February 14, 2024 for a car vs pedestrian accident in Woodstock. Officer Oczus responded.

MCCAT was activated on February 25, 2024 for a single vehicle crash in Woodstock. Officer Oczus did not respond.

911s, Alarms, Assists and Checks

Officers responded to the following:

- 7 - 911 Hang-Ups
- 3 - Alarms (Non-Specific, Burglary/Robbery and Fire)

- 53 - Fire Department / Rescue Squad Assists
- 18 - Law Enforcement Agency Assists
- 27 - Well-Being Checks
- 88 - Business/Bar Checks
- 258 - Other Checks (House, Schools, Parks, Subdivision)
- 21 - Motorist Assists
- 190 - Citizen Assist (Service Calls)
- 0 - A Way Out Transports

Traffic Arrests

Officers Traffic Stops for the month of February was 87, resulting in the following arrests; Driving Under the Influence – 0 Arrest; Zero Tolerance – 0 Arrests; Driving While License Suspended or Revoked – 2 Arrest; Reckless Driving – 0 Arrests; Fleeing and Eluding a Peace Officer – 0 Arrests; No Valid Driver's License – 5 Arrests; Other Traffic Offense – 0 Arrests.

Tows

Tows - 9; Administrative Tows – 4.

Other Public Complaints

Officers handled 0 Animal Complaints, 2 Harassment Complaints, 2 Missing Persons (returned), 6 Found Property Reports, 3 Fraud Complaints, 0 Solicitor Complaints, 0 Violations of Bail Bond Complaints, 1 Violation of an Order of Protection Complaints, 0 Violations of a No Contact Order Complaints, and 2 Warrant Arrests.

McHenry County Police Social Worker Program (PSW)

There were 5 referrals/callouts in the month of February. Below is a breakdown by month.

- 209 - 2023 total referrals/callouts
- 15 - January
- 5 - February
- 0 - March
- 0 - April

0	-	May
0	-	June
0	-	July
0	-	August
0	-	September
0	-	October
0	-	November
0	-	December
20	-	2024 Year to date

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



To: Mayor and City Council

From: Rob Lamz, Superintendent of Public Works

Date: March 21, 2024

Re: March Public Works Report

All is somewhat quiet on the front here at Public Works for the month of March. The snows have held off for the most part with only flurries and overall better than average temperatures that almost lure you into starting big projects. We have to remind ourselves that it still is technically winter, and we can't put away the plows just yet. Not ones to sit idle, we have plenty of shop work, patching, and housekeeping to take care of.

The McHenry County Council of Mayors met this month to discuss the draft Surface Transportation Program funding and give out updates. The draft STP program includes projects from Lakemoor, Woodstock Crystal Lake, McHenry, Greenwood, Marengo, Spring Grove, Prairie Grove, Lake in the Hills, Cary, Wonder Lake, Bull Valley, Algonquin, Lakewood, Johnsburg, and us. The MCCOM decides where the county spends the STP funds and attendance in these meetings is paramount for the City. Right now the City has Diggins Street from Lawrence Road to Front Street, and Marengo Road from Airport to 23 coming out of this committee. Currently everything is moving forward as expected for those two projects. We also discussed the McHenry County DOT's proposed multi-use path from the Shadow Creek Subdivision to the Rush Creek Conservation area down Airport and McGuire Road. County expressed that they have so many projects going on that this has been moved down the line until they can free up the staffing needed to take on the project.

Staff welcomed a new hire in March, Giovanni Reising. Gio was one of almost 30 applicants who were interested in working for the City of Harvard. While there were a lot of qualified applicants, Gio's previous experience as a summer help at the City of Harvard combined with two years' experience running hydroexcavation and jetting equipment full time sealed the deal for him. A local Harvard resident, Gio was excited to have been selected and we are happy to have him here.



Patching continued to be a thing this month, with staff dragging the cart throughout the City. Staff also took some time to address a resident concern under the overpass, with a section of the concrete roadway beneath the bridge presenting special challenges. As the concrete has degraded, it is exposing the steel mesh reinforcement and causing it to protrude and poke up from the roadway. Staff took tools out there to clip and grind off areas that could cause a concern for tires.



Staff finally had some time to upfit the trailer recently for use in underground repairs. Staff purchased a used 7'x16' enclosed trailer to build out as a rolling toolbox and supply trailer for main breaks, service replacements, and taps when it comes to all things underground. Staff came up with a plan after seeing an example, making short work of the trailer with some lumber and steel. Racking and shelving was built for storing the hydraulic shoring and boards, staff repurposed an older shop toolbox for tools, valves, and small parts, and made cubbies for clamps, taps, and sleeves. Everyone came together with ideas and the trailer is well thought out. This will vastly improve our efficiency by having all common items, tools, and safety equipment all in one package that is ready to roll. Keep an eye out for it in the coming months.

DEPARTMENT OF PUBLIC WORKS

900 W. BRINK STREET
HARVARD, IL 60033



Staff also assembled racking to organize the back shop in the rear most building at the Wastewater plant to make the most of the space, elevating the plows off the ground and providing vertical storage for bigger items. We are also assembling cantelievered racking to store steel and plastic water main out of the elements. Having the watermain and components stored inside will keep staff from digging through the snow (when we actually have a winter) trying to find components, as well as keeping the sun from degrading any of the CPVC plastic water main which can become brittle if exposed to UV light over time.

Currently staff is preparing for the oncoming spring and summer construction season, hauling spoils to the gravel pit, dressing the material bins and improving the drainage system... While taking a break to spread salt. It is that time of year, so I'll consider us lucky to this point.

As always, feel free to reach out to me if you have any questions or concerns,

A handwritten signature in black ink, appearing to read "R. Lamz".

Robert J. Lamz
Public Works Superintendent

City of Harvard Utility Department

Year	wwtp monthly/flow million gallons	wwtp daily/flow million gallons	wwtp rain inches	wwtp Snow inches	Methane gas/produce cu/ft	Well 6 pumped million gallons	Well 9 pumped million gallons	Well 10 pumped million gallons	Wells month/pumped million gallons	Daily ave MG/day
JAN	28,870,000	931,290	2.52	17.0	267,031	3,469,000	9,999,000	5,226,000	18,694,000	603,032
FEB	27,136,000	935,724	0.38	1.0	160,729	3,259,000	5,168,000	8,762,000	17,189,000	592,724
MAR										
APR										
MAY										
JUN										
JUL										
AUG										
SEP										
OCT										
NOV										
DEC										
*****	*****	*****	*****	*****	*****	*****	*****	*****	*****	*****
Total	56,006,000		2.90	18.00	427,760	6,728,000	15,167,000	13,988,000	35,883,000	
average	28,003,000	933,507				3,364,000	7,583,500	6,994,000	17,941,500	597,878

PROCLAMATION



OFFICE OF THE MAYOR

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, and

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS Arbor Day is now observed throughout the nation and the world, and

WHEREAS trees can be a solution to combating climate change by reducing the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, and

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Michael P. Kelly, Mayor of the City of Harvard, do hereby proclaim **April 26, 2024** as:



ARBOR DAY

In the City of Harvard, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands; and,

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

Dated this 26th day of March, 2024

Michael P. Kelly, Mayor

City of Harvard Memo

To: Members of the City Council

From: Debi Bejot

Date: 3/26/2024

Re: Treasurer's Report

Members of the City Council:

Attached please find a copy of the Treasurer's Report for March, 2024

Respectfully Submitted,

		CITY OF HARVARD		
		TREASURER'S REPORT		
		MARCH, 2024		
GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
Dept 01 ADMINISTRATION				
01-01-54750	TRAINING & SEMINARS	GOVERNMENT FINANCE OFF. ASSO.	GFOA LEARNING MANAGEMENT SYSTEM	35.00
01-01-54750	TRAINING & SEMINARS	GOVERNMENT FINANCE OFF. ASSO.	TRAINING-DEB BEJOT	35.00
01-01-54750	TRAINING & SEMINARS	NW IL MUNICIPAL CLERK ASO	DEPUTY CLERK MEMBERSHIP	55.00
01-01-54760	MAYOR MONTHLY EXPENSE	MICHAEL P. KELLY	FEB/MARCH MONTHLY EXPENSES	300.00
01-01-55010	ATTORNEY FEES	ZUKOWSKI, ROGERS, FLOOD	ADMIN ATTORENEY FEES	4,590.00
01-01-55020	PROFESSIONAL FEES	ONSOLVE LLC	CODE RED RENEWAL	3,698.61
01-01-55030	ENGINEERING FEES	CHRISTOPHER B. BURKE	IL 173 (BRINK ST.) SIDEWALK IMP	2,740.00
01-01-55030	ENGINEERING FEES	CHRISTOPHER B. BURKE	10 KENNEDY DRIVE LOMR REVIEW	559.50
01-01-55030	ENGINEERING FEES	CHRISTOPHER B. BURKE	HARVARD GENERAL CONSULTATIONS	95.50
01-01-55140	BLD/GRNDS/GEN MAINT	A ROSE CLEANING LLC	CH/PD CLEANING SERVICE	910.73
01-01-55140	BLD/GRNDS/GEN MAINT	HARTWIG PLUMBING & HEATING	1ST QUARTER MAINTENANCE	1,284.17
01-01-55140	BLD/GRNDS/GEN MAINT	WALMART COMMUNITY/GEMB	SUPPLIES	153.98
01-01-55140	BLD/GRNDS/GEN MAINT	CITY OF HARVARD WATER DEPT	201 W DIGGINS	87.51
01-01-55140	BLD/GRNDS/GEN MAINT	CITY OF HARVARD WATER DEPT	203 W DIGGINS	87.51
01-01-55140	BLD/GRNDS/GEN MAINT	GRAINGER	LOTO FOR CH	122.80
01-01-55140	BLD/GRNDS/GEN MAINT	GRAINGER	LOTO FOR CH	13.45
01-01-55190	SERVICE AGREEMENTS	CSI TECHNICAL SERVICES INC.	SERVICE AGREEMENT	1,339.50
01-01-55190	SERVICE AGREEMENTS	LEAF	CH COPIER	473.62
01-01-55190	SERVICE AGREEMENTS	WAREHOUSE DIRECT	CH COPIER	11.89
01-01-55320	EQUIP MAINT	CSI TECHNICAL SERVICES INC.	EQUIPMENT MAINT.	1,084.00
01-01-55320	EQUIP MAINT	LEAF	CH COPIER	328.55
01-01-56060	OFFICE SUP/OPERATING EXP	FORGET ME NOT FLOWER MARKET	WILLIAM DOOLEY SERVICE	87.00
01-01-56060	OFFICE SUP/OPERATING EXP	BRI MARTINEZ	LOGO DESIGN	100.00
01-01-56060	OFFICE SUP/OPERATING EXP	QUILL	TONER CARTRIDGES-LORI	304.96
01-01-56060	OFFICE SUP/OPERATING EXP	QUILL	SUPPLIES-DONOVAN	42.98
01-01-56060	OFFICE SUP/OPERATING EXP	WALMART COMMUNITY/GEMB	SUPPLIES	27.44
01-01-56080	POSTAGE	POSTMASTER	CERTIFIED MAILING POSTAGE	910.00
01-01-56090	DUES/SUBSCRIPTIONS	HARVARD CHAMBER OF COMMERCE	CHAMBER DINNER	150.00

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
01-01-56090	DUES/SUBSCRIPTIONS	IGFOA	2024 MEMBERSHIP RENEWAL-LOU LEONE	225.00
01-01-56090	DUES/SUBSCRIPTIONS	MCHENRY CO COUNCIL GOV	MCCG MEMBERSHIP MEETING-2/28/24	250.00
01-01-56090	DUES/SUBSCRIPTIONS	CARD SERVICE CENTER	TRAININGS/DUES/PHONE USE	18.00
01-01-56090	DUES/SUBSCRIPTIONS	INTERNATIONAL CODE COUNCIL	MEMBERSHIP RENEWAL	66.00
01-01-56140	TELEPHONE/CELL PHONES	TMOBILE	MONTHLY CELL PHONE USE	363.43
01-01-58060	CAPITAL IMPROVEMENT	MCHENRY CO TRUSTEE PMT	TAX SALE PARCEL PURCHASE	814.00
		Total For Dept 01 ADMINISTRATION		21,365.13
Dept 02 STREETS				
01-02-54750	TRAINING & SEMINARS	BS&A SOFTWARE	UTILITY BILLING TRAINING-2 DAYS	2,000.00
01-02-54750	TRAINING & SEMINARS	CARD SERVICE CENTER	TRAININGS/DUES/PHONE USE	397.00
01-02-54790	UNIFORMS	CINTAS LOC 19#M	PW UNIFORMS	283.58
01-02-55130	VEHICLE/EQUIP MAINT	ACE HARDWARE OF HARVARD	SUPPLIES	340.88
01-02-55130	VEHICLE/EQUIP MAINT	LAKESIDE INTERNATIONAL TRUCKS	VEHICLE EQUIPMENT	1,343.95
01-02-55130	VEHICLE/EQUIP MAINT	RUSH TRUCK CENTER HUNTLEY	ALTERNATOR	410.00
01-02-55130	VEHICLE/EQUIP MAINT	SAE GROUP	REPL PICKUP PLOW-DOWN PAYMENT	1,995.00
01-02-55130	VEHICLE/EQUIP MAINT	TERMINAL SUPPLY CO	PLOW LIGHTS #9	545.01
01-02-55130	VEHICLE/EQUIP MAINT	PERFORMANCE DIESEL	WASTEGATE ACUATOR	460.00
01-02-55130	VEHICLE/EQUIP MAINT	POMPS TIRE SERVICE INC.	TIRES	160.58
01-02-55140	BLD/GRNDS/GEN MAINT	MENARDS	SUPPLIES	36.95
01-02-56140	TELEPHONE/CELL PHONES	TMOBILE	MONTHLY CELL PHONE USE	39.72
01-02-56150	ELECTRICITY/UTILITIES	AEP ENERGY	609 AUTUMN GLEN DR. LITE RT/23	627.27
01-02-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	316 TALLGRASS DR	359.17
01-02-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	900 E BRONW ST	48.09
01-02-56150	ELECTRICITY/UTILITIES	CITY OF HARVARD WATER DEPT	900 W BRINK/PUBLIC WORKS	165.80
01-02-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	201 W FRONT	844.61
01-02-57020	MISCELLANEOUS	ACE HARDWARE OF HARVARD	SUPPLIES	157.94
01-02-57020	MISCELLANEOUS	MERCY HEALTH SYSTEM	DRUG SCREEN/ALCOHOLTEST	121.00
01-02-57020	MISCELLANEOUS	MIDWEST PAVING EQUIPMENT, INC.	BIODEGRADABLE ASPHALT RELEASE AGENT	395.00
01-02-57020	MISCELLANEOUS	AIRGAS USA, LLC	WELDING GAS	200.46
01-02-57020	MISCELLANEOUS	MERCY HEALTH SYSTEM	DRUG SCREENING-GIOVANNI REISING	44.00
01-02-58000	NEW EQUIP/INFRASTR	CSI TECHNICAL SERVICES INC.	NEW EQUIPMENT	296.00
		Total For Dept 02 STREETS		11,272.01

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
Dept 03 POLICE				
01-03-54790	UNIFORMS	AARON PALMER	UNIFORM REIMBURSEMENT	109.58
01-03-55010	ATTORNEY FEES	ZUKOWSKI, ROGERS, FLOOD	PD ATTORNEY FEES	4,400.00
01-03-55020	PROFESSIONAL FEES	CITY OF MCHENRY	DISPATCH CENTER-QUARTERLY BILL	59,085.00
01-03-55130	VEHICLE/EQUIP MAINT	HARVARD FORD	DC-WATER PUMP REPAIR	1,998.61
01-03-55130	VEHICLE/EQUIP MAINT	HARVARD FORD	#220 WINDOW SWITCH	26.73
01-03-55130	VEHICLE/EQUIP MAINT	HARVARD FORD	2021 #220 DRIVETRAIN REPAIR	698.12
01-03-55130	VEHICLE/EQUIP MAINT	KUNES COUNTRY	ANTIFREEZE COOL	33.34
01-03-55130	VEHICLE/EQUIP MAINT	KUNES COUNTRY	HANDLE INSID	37.33
01-03-55150	RADIO MAINTENANCE	CHICAGO COMMUNICATIONS INC	ANNUAL BILLING 2024	600.00
01-03-55320	EQUIP MAINT	PRO-VISION	PD EQUIPMENT	8,280.00
01-03-55320	EQUIP MAINT	WAREHOUSE DIRECT	PD COPIER	94.23
01-03-56050	SUPPLIES/MATERIALS	WALMART COMMUNITY/GEMB	SUPPLIES	43.05
01-03-56070	INVESTIGATIONS/NUISANCES	TRANSUNION RISK & ALTERNATIVE	MONTHLY COMMITMENT	75.00
01-03-56070	INVESTIGATIONS/NUISANCES	ILLINOIS STATE POLICE	LIQUOR LICENSE CHECK/BACKGROUND CHECK	30.00
01-03-56140	TELEPHONE/CELL PHONES	CHARTER COMMUNICATIONS	201 W DIGGINS ST	799.00
01-03-56140	TELEPHONE/CELL PHONES	CARD SERVICE CENTER	TRAININGS/DUES/PHONE USE	183.92
01-03-56140	TELEPHONE/CELL PHONES	TMOBILE	MONTHLY CELL PHONE USE	76.32
01-03-56170	GAS/OIL/GREASE	WEX BANK	FLEET FUEL	538.31
01-03-56190	POLICE COMMISSION EXPENSE	THE BLUE LINE	PD RECRUITMENT LISTING	645.00
01-03-58000	NEW EQUIP/INFRASTR	BOB RIDINGS CHRYSLER	2 NEW SQUADS 23/24	98,518.00
01-03-58000	NEW EQUIP/INFRASTR	JON PAGLES DESIGN	UN-MARK CAR STARS	520.38
		Total For Dept 03 POLICE		176,791.92
Dept 04 BUILDING				
01-04-54750	TRAINING & SEMINARS	BUILDING & FIRE CODE ACADEMY	NUTLEY - TRAINING	1,440.00
01-04-55020	PROFESSIONAL FEES	B&F CONSTRUCTION CODE SERVICES	JANUARY INSPECTIONS	546.47
01-04-56070	INVESTIGATIONS/NUISANCES	MCHENRY CTY RECORDER OF DEEDS	ORDINANCE FILING 2024-105	62.00
01-04-56070	INVESTIGATIONS/NUISANCES	ALFREDO BAHENA	REIMBURSEMENT FOR PLANNING & ZONING COMMISSION HEA	305.92
01-04-56070	INVESTIGATIONS/NUISANCES	HUMBERTO SALINAS	BUILDING PERMIT REFUND	57.50
01-04-56170	GAS/OIL/GREASE	ANNE NUTLEY	REIMBURSEMENT FOR GAS	15.00
01-00-44150	BUILDING PERMITS	BRENT LEE	REIMBURSEMENT FOR PERMIT	30.00
		Total For Dept 04 BUILDING		2,456.89
		Total For Fund 01 GENERAL		211,885.95

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
Fund 03 LIBRARY FUND				
03-00-55140	BLD/GRNDS/GEN MAINT	BLUE RIBBON ELECTRICAL INC.	LIBRARY REPLACE EMERGENCY LIGHTS BALLASTED BULBS	3,153.49
03-00-55140	BLD/GRNDS/GEN MAINT	CINTAS LOC 19#M	LIBRARY CLEANING SUPPLIES	229.07
03-00-55140	BLD/GRNDS/GEN MAINT	GOMEZ CLEANING	LIBRARY CLEANING	450.00
03-00-55140	BLD/GRNDS/GEN MAINT	GENERAL REFRIGERATION SERVICE LLC	LIBRARY QUARTERLY HVAX MAINTENANCE	987.00
03-00-56140	TELEPHONE/CELL PHONES	AT&T	LIBRARY MONTHLY CIRCUIT BILL	408.43
03-00-56140	TELEPHONE/CELL PHONES	PEERLESS NETWORK	LIBRARY TELEPHONE SERVICE	762.71
03-00-56140	TELEPHONE/CELL PHONES	ILL DEPT OF INOV & TECH	LIBRARY FIBER LINE	428.00
03-00-56190	TECHNOLOGY	42 TECH SOLUTIONS, INC	LIBRARY MONTHLY TECH SUPPORT	600.00
		Total For Fund 03 LIBRARY FUND		7,018.70
Fund 04 PARK FUND				
04-00-44860	PARK PROGRAMS	HARVARD DISTRICT #50	CUSD GYM BASKETBALL GYM RENTAL	240.00
04-00-55140	BLD/GRNDS/GEN MAINT	ACE HARDWARE OF HARVARD	SUPPLIES	15.92
04-00-56050	SUPPLIES/MATERIALS	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	38.97
04-00-56050	SUPPLIES/MATERIALS	ACE HARDWARE OF HARVARD	SUPPLIES	25.56
04-00-57020	MISCELLANEOUS	ILLINOIS CITY/CO MANAGEMENT ASSO	JOB AD POSTING-PARKS & REC. SUPT.	50.00
04-00-57070	PARK PROGRAMS	GLOBAL PAYMENTS INTEGRATED	MONTHLY SERVICE FEE	16.95
		Total For Dept 00 PARKS		387.40
Dept 07 POOL				
04-07-54750	TRAINING & SEMINARS	MCHENRY CO. DEPT OF HEALTH	SEASONAL/SUPPLEMENTAL HEALTH PERMIT RENEWAL	115.00
04-07-55180	MAINTENANCE - POOL	GRAINGER	DIAPHRAGM FLUSH VALVE	136.94
04-07-55180	MAINTENANCE - POOL	ACE HARDWARE OF HARVARD	SUPPLIES	59.46
04-07-55180	MAINTENANCE - POOL	GRAINGER	REPLACEMENT TUBE	127.08
04-07-55180	MAINTENANCE - POOL	GRAINGER	EPOXY ADHESIVE SYRINGE	5.58
04-07-56050	SUPPLIES/MATERIALS	ROCKET INDUSTRIAL	TOWEL ROLLS	126.58
04-07-56140	TELEPHONE/CELL PHONES	TMOBILE	MONTHLY CELL PHONE USE	25.44
04-07-56150	ELECTRICITY/UTILITIES	NICOR GAS	607 GALVIN PKWY	397.95
04-07-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	607 GALVIN PKWY	376.25
		Total For Dept 07 POOL		1,370.28
		Total For Fund 04 PARK FUND		1,757.68
Fund 14 MOTOR FUEL TAX				
14-00-55030	ENGINEERING FEES	CHRISTOPHER B. BURKE	BRIDGE OVER RUSH CREEK-6 MONTH INSPECTION	1,300.00
14-00-55030	ENGINEERING FEES	CHRISTOPHER B. BURKE	MARENGO ROAD PHASE I	7,869.46

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
14-00-55100	SALT	MORTON SALT	BULK SAFE T-SALT	3,713.72
14-00-55100	SALT	MORTON SALT	BULK SAFE T-SALT	7,866.79
14-00-55120	MAINTENANCE	CURRAN CONTRACTING COMPANY	MATERIAL 7.070 TN-COLD PATCH	1,095.85
14-00-55120	MAINTENANCE	CURRAN CONTRACTING COMPANY	MATERIAL 9.120 TN	1,413.60
14-00-55120	MAINTENANCE	CURRAN CONTRACTING COMPANY	MATERIAL 7.790/TN 155 EACH	1,207.45
		Total For Fund 14 MOTOR FUEL TAX		24,466.87
Fund 16 POLICE WELFARE				
16-00-57041	CHRISTMAS BASKET PAYMENTS	LADY STING SOFTBALL	TREE REMOVAL (2)	50.00
16-00-57041	CHRISTMAS BASKET PAYMENTS	HARVARD BOYS LEAGUE	TREE REMOVAL (2)	50.00
16-00-57041	CHRISTMAS BASKET PAYMENTS	HARVARD CHRISTMAS GIVING TREE	TREE PROCEEDS	590.00
16-00-57060	SENIOR CENTER EXPENSES	CITY OF HARVARD WATER DEPT	6817 HARVARD HILLS RD	74.40
16-00-57070	SR CTR INTERNET	ATT U-VERSE	SENIOR CENTER INTERNET	131.25
		Total For Fund 16 POLICE WELFARE		895.65
Fund 18 INSURANCE FUND				
18-00-55070	INSURANCE PMTS	PRESIDIO	POLICY PREMIUM REFUND	(123.00)
18-00-55070	INSURANCE PMTS	COMPLETE EQUITY MARKETS INC.	2023 AUDITED PREMIUM DUE	998.01
18-00-55070	INSURANCE PMTS	ILLINOIS PUBLIC RISK FUND	APRIL WORKERS' COMPENSATION	13,637.00
		Total For Fund 18 INSURANCE FUND		14,512.01
Fund 70 WATER SEWER FUND				
Dept 10 WASTEWATER				
70-10-54790	UNIFORMS	CINTAS LOC 19#M	SW/UT UNIFORMS	302.07
70-10-55020	PROFESSIONAL FEES	PACE ANALYTICAL SERVICES LLC	JANUARY/FEBRUARY 2024 MONTHLY LAB	1,312.20
70-10-55020	PROFESSIONAL FEES	DAHM ENTERPRISES INC	SLUDGE REMOVAL/LAND APPLIED	15,398.40
70-10-55020	PROFESSIONAL FEES	ERECT-A-TUBE, INC.	WWTP ANGLE WELDED, HOLES DRILLED	850.50
70-10-55030	ENGINEERING FEES	TROTTER AND ASSOCIATES INC	WWTP GRANT ADMIN	1,530.50
70-10-55030	ENGINEERING FEES	TROTTER AND ASSOCIATES INC	MEETING-AG PHONE CALL	135.50
70-10-55030	ENGINEERING FEES	TROTTER AND ASSOCIATES INC	ENGINEERING FEES	583.50
70-10-55130	VEHICLE/EQUIP MAINT	RUBBER INC	2 TPMS DILL 315MHZ SENSOR W/RUBBER STEM	(77.18)
70-10-55140	BLD/GRNDS/GEN MAINT	MENARDS	SUPPLIES	528.92
70-10-55140	BLD/GRNDS/GEN MAINT	RAYNOR DOOR AUTHORITY	ANNUAL PREVENTIVE CHECKUP	2,714.00
70-10-55140	BLD/GRNDS/GEN MAINT	UNITED LABORATORIES	WWTP BACT W/ENZ	1,041.80
70-10-55190	LIFT STATION MAINT	BLUE RIBBON ELECTRICAL INC.	COUNTRY BROOK LIFT	1,549.36

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
70-10-55190	LIFT STATION MAINT	INDUSTRIAL ENGINE COMPANY	LIFT STATION MAINTENANCE	3,714.35
70-10-55190	LIFT STATION MAINT	MISSISSIPPI VALLEY PUMP INC	LIFT STATION INSPECTION-COUNTRY BROOK	1,167.50
70-10-55320	EQUIP MAINT	ACE HARDWARE OF HARVARD	SUPPLIES	53.55
70-10-55320	EQUIP MAINT	HARTWIG PLUMBING & HEATING	BOILER REPAIRS	3,445.00
70-10-55320	EQUIP MAINT	UNITED LABORATORIES	AIR HANDLER DEOD SUNSHINE/POLYMER/PRIMER	787.86
70-10-55320	EQUIP MAINT	HUBER TECHNOLOGY	SUPPLIES	6,238.75
70-10-55320	EQUIP MAINT	MOTION INDUSTRIES	TRANSFER PUMP PARTS	1,224.13
70-10-55320	EQUIP MAINT	USA BLUE BOOK	PLANT PRO BOD INCUBATOR 19.3 CUFT;300 BOTTLES	6,649.05
70-10-56020	LAB SUPPLIES	ACE HARDWARE OF HARVARD	SUPPLIES	13.58
70-10-56020	LAB SUPPLIES	HACH COMPANY	SPANDS2 FLUORIDE RGT	125.78
70-10-56020	LAB SUPPLIES	HACH COMPANY	LAB SUPPLIES	355.34
70-10-56140	TELEPHONE/CELL PHONES	CHARTER COMMUNICATIONS	807 W BRINK ST	229.88
70-10-56140	TELEPHONE/CELL PHONES	FOX VALLEY FIRE AND SAFETY	QUARTERLY FIRE ALARM RADIO MONITORING LEASE	150.00
70-10-56140	TELEPHONE/CELL PHONES	TMOBILE	SW/UT CELL PHONE USE	50.88
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	900 E BROWN ST	83.22
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	320 COMANCHE CIR	110.41
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	850 W DIGGINS ST	242.24
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	807 W BRINK ST	16,067.59
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	709 1/2 DEWEY	38.21
70-10-56150	ELECTRICITY/UTILITIES	COMMONWEALTH EDISON	827 GARFIELD	27.32
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	361352B1/TRANSFORMER	25.60
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	201 E FRONT	52.67
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	501 GALVIN PKWY	24.80
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	309 1/2 S DIVISION	139.95
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	302 MARENGO RD	69.79
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	899 1/2 W DIGGINS	62.07
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	1306 NORTHFIELD	417.23
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	1201 S DIVISION ST	98.68
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	801 W BRINK	1.27
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	899 1/2 W DIGGINS	72.39
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	361352B1 TRANSFORMER	25.97
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	201 E FRONT	52.86
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	501 GALVIN PKWY	24.82

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	309 1/2 S DIVISION	141.72
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	302 MARENGO RD	71.63
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	1201 S DIVISION ST	105.17
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	1306 NORTHFIELD	482.51
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	633 COUNTRYBROOK LN	184.29
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	2501 BAYBERY BLVD,PUMP	26.59
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	3 KENNEDY	55.31
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	1500 WILLOW	148.86
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	900 E BROWN	1,562.06
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	300 LAWRENCE RD	725.54
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	6861 HARVARD HILLS RD	5,622.73
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	302 LAWRENCE RD, WELL 10	4,211.80
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	700W DIGGINS ST	32.28
70-10-56150	ELECTRICITY/UTILITIES	DYNEGY ENERGY SERVICES	807 W BRINK ST UNIT 1	35.94
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	808 E BROWN ST	299.62
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	1500 WILLOW LN	46.91
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	807 MW BRINK ST	491.92
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	633 COUNTRY BROOK LN	48.15
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	807 W BRINK ST	42.11
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	807 W BRINK ST SLEDGE BLDG	491.50
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	1000 FOREST DOWNS	39.62
70-10-56150	ELECTRICITY/UTILITIES	NICOR GAS	6817 HARVARD HILLS RD	102.76
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	801 W BRINK ST	1,183.15
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	808 E BROWN ST	351.88
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	807 W BRINK ST SLEDGE BLDG	325.00
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	807 W BRINK ST	691.64
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	1500 WILLOW LN	46.98
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	1000 FOREST DOWNS	44.83
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	633 COUNTRY BROOK LN	44.76
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	807 W BRINK ST	42.16
70-10-56160	FUEL FOR BUILDING/PROPANE	NICOR GAS	6817 HARVARD HILLS RD	216.59
70-10-56160	FUEL FOR BUILDING/PROPANE	CARD SERVICE CENTER	SW GAS	216.59
70-10-56170	GAS/OIL/GREASE	WALMART COMMUNITY/GEMB	SUPPLIES	39.84

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
70-10-56170	GAS/OIL/GREASE	GRAINGER	MOTOR GREASE	30.00
70-10-56290	CHEMICALS	HACH COMPANY	CHEMICALS	6,372.00
		Total For Dept 10 WASTEWATER		92,286.75
Dept 11 UTILITIES				
70-11-54790	UNIFORMS	GRAINGER	WADERS-JOSH	173.70
70-11-54790	UNIFORMS	CINTAS LOC 19#M	SW/UT UNIFORMS	283.58
70-11-55130	VEHICLE/EQUIP MAINT	ADVANCE AUTO PARTS	HYDRAULIC HOSE MAKING EQUIP/BACKHOE FILTERS	8,352.90
70-11-55130	VEHICLE/EQUIP MAINT	ENVIRONMENTAL DEFENDERS	VACCON GAUGES	131.21
70-11-55130	VEHICLE/EQUIP MAINT	HYDRAULIC SERVICES & REPAIRS I	FORKLIFT CYL REPAIR	350.62
70-11-55130	VEHICLE/EQUIP MAINT	MILLER AUTO & TRANSMISSION	ALIGNMENT	125.00
70-11-55130	VEHICLE/EQUIP MAINT	GRAINGER	SAND BLAST CAB	1,681.56
70-11-55200	STORM SEWER MAINTENANCE	MENARDS	SUPPLIES	97.77
70-11-55200	STORM SEWER MAINTENANCE	VALLEY AGGREGATES LTD	FILL DUMPED	560.00
70-11-55200	STORM SEWER MAINTENANCE	VALLEY AGGREGATES LTD	FILL DUMPED	560.00
70-11-55210	SAN SEWER MAINT	CORE & MAIN	SAN LIDS/FRAMES	1,260.00
70-11-55321	WATER MAIN MAINT	ACE HARDWARE OF HARVARD	SUPPLIES	15.32
70-11-55321	WATER MAIN MAINT	CORE & MAIN	B-BOXES	397.95
70-11-55321	WATER MAIN MAINT	CORE & MAIN	CLAMPS & IRON	1,738.86
70-11-55321	WATER MAIN MAINT	CONSERV FS, INC.	GRASS MAT/SEED	362.88
70-11-55321	WATER MAIN MAINT	CORE & MAIN	CURB STOPS 7 TAPS	4,591.24
70-11-55321	WATER MAIN MAINT	GRAINGER	TANK	176.00
70-11-55321	WATER MAIN MAINT	MENARDS	SUPPLIES	533.14
70-11-55321	WATER MAIN MAINT	MILLER AUTO & TRANSMISSION	ALIGNMENT	125.00
70-11-56060	OFFICE SUP/OPERATING EXP	QUILL	WATER BILLING TONER CARTRIDGE	198.99
70-11-56080	POSTAGE	POSTMASTER	WATER BILLING MAILING	1,041.82
70-11-56140	TELEPHONE/CELL PHONES	TMOBILE	SW/UT CELL PHONE USE	50.88
70-11-56170	GAS/OIL/GREASE	WEX BANK	FLEET FUEL	1,000.00
70-11-57020	MISCELLANEOUS	MCHENRY CTY RECORDER OF DEEDS	WATER LIENS - 4 LOCATIONS	248.00
70-11-57020	MISCELLANEOUS	ACE HARDWARE OF HARVARD	SUPPLIES	89.73
70-11-57020	MISCELLANEOUS	BOTTS WELDING AND TRUCK SERV	STEEL	408.08
70-11-57020	MISCELLANEOUS	GRAINGER	PALLET RACKING	2,740.84
70-11-57020	MISCELLANEOUS	TRACTOR SUPPLY CREDIT PLAN	SUPPLIES	163.63
70-11-57020	MISCELLANEOUS	BOTTS WELDING AND TRUCK SERV	HRS HOTROLL STEEL PER POUND	131.84

GL Number	Invoice Line Description	Vendor	Invoice Description	Amount
70-11-57020	MISCELLANEOUS	GRAINGER	LADDERS	781.76
70-11-58000	NEW EQUIP/INFRASTR	CORE & MAIN	54 MXU'S	8,532.00
70-11-58000	NEW EQUIP/INFRASTR	GREAT LAKES LINE-X	SPECIALTY SPRAY/LINE-X LABOR	2,399.50
		Total For Dept 11 UTILITIES		39,303.80
		Total For Fund 70 WATER SEWER		131,590.55
Fund 84 REV LOAN FUND				
84-00-57020	MISCELLANEOUS	MCHENRY CTY RECORDER OF DEEDS	MICELI MORTGAGE RELEASE	62.00
		Total For Fund 84 REVLOAN FUND		62.00
		Fund Totals:		
			Fund 01 GENERAL	211,885.95
			Fund 03 LIBRARY FUND	7,018.70
			Fund 04 PARK FUND	1,757.68
			Fund 14 MOTOR FUEL TAX	24,466.87
			Fund 16 POLICE WELFARE	895.65
			Fund 18 INSURANCE FUND	14,512.01
			Fund 70 WATER SEWER FUND	131,590.55
			Fund 84 REVOLVING LOAN FUND	62.00
			Total For All Funds:	392,189.41



2211 North Elston Avenue, Suite 400
Chicago, Illinois 60614
Main: 773.382.0445
Fax: 773.796.3037

3/11/2024

City of Harvard
201 W. Diggins St.
Harvard, IL 60033

Re: Starbucks Coffee - 5508 US-14, Harvard - Sidewalk Removal Request

Dear City of Harvard

I am formally submitting a request for the removal of required sidewalks as part of our project located at 5508 US-14, Harvard, IL. The basis for this request revolves around safety concerns voiced by our tenant, coupled with the absence of interconnected sidewalks in this vicinity and throughout the intersection.

Justification for our Request:

Safety Concerns: The proposed sidewalks poses a significant safety risk to pedestrians, particularly our tenants and their visitors. The lack of interconnected sidewalks on this side of the intersection forces pedestrians to navigate through potentially hazardous conditions, such as traffic congestion, putting their safety at stake.

Lack of Connectivity: As previously highlighted, there are no continuous sidewalks accessible in this vicinity or across the intersection. This absence only increases the safety risks for pedestrians and creates disjointed pathways, disrupting the flow of foot traffic.

Compliance with Safety Standards: Our request to remove these required sidewalks aligns with the overarching objective of promoting safety and accessibility within the community. By eliminating sidewalks where no effective pedestrian infrastructure exists, we aim to mitigate potential safety hazards.

Furthermore, it is imperative to consider the financial burden and logistical challenges associated with installing sidewalks in an area lacking proper connectivity.

Given the aforementioned reasons, we respectfully ask the City Council to carefully review and consider our request for the removal of required sidewalks for this proposed project.

Thank you for your attention to this matter.

Thank you,

A handwritten signature in black ink that reads 'Mitch Goltz'.

Mitch Goltz

To: City of Harvard

Re: Relinquishment of Liquor License

Dear, Lori Moller,

I, Ward D. Green, hereby relinquish Liquor License #23/24L-04 for Redjellyfish, Inc., DBA Bunks Place

To R & R Ale House L.L.C. as of 2/20/2024.

Thank You,

Ward D. Green

Pres., Redjellyfish, Inc. DBA Bunks Place

Recd Date: 2/14/24
 Recd From: R&R Alehouse
 Amt Recd: \$500
 Pmt Type: Cash / CR / MO / CC
 CR/MO Number: _____

CITY OF HARVARD
LIQUOR & TOBACCO LICENSE APPLICATION
FISCAL YEAR 24/25

TOTAL LICENSE FEE: \$1,300⁰⁰

Liquor: _____
 (See Section 25.06 for License Classifications/Fees)

<input type="checkbox"/> Saturday Extended Hrs. Fee \$1,000	<input type="checkbox"/> Sunday Extended Hrs. Fee \$1,000
<input checked="" type="checkbox"/> Non-refundable Application Fee \$500 <i>pd</i>	<input type="checkbox"/> One Time License Fee \$10,000
<input type="checkbox"/> Beer Garden Certificate No Fee	<input checked="" type="checkbox"/> Video Gaming/\$25 ea. machine
<input type="checkbox"/> Tobacco \$100	
<input type="checkbox"/> Counter <input type="checkbox"/> Vending	

State License Number & Expiration Date		Current City of Harvard License #	
Business Name R&R Alehouse LLC		Business Phone (847) 845-8262	
Business Address 703 E. Diggins Rd.	City Harvard	State IL	Zip 60033
Provide statement as to nature and character of advertising done or proposed in order to attract customers.			

Owner's Legal Name Jeff Rutkowski	Home Address 2511 Justen Farm Ln	City Ringwood	State IL	Zip 60072
Social Security No.		Driver's License or State ID No.		
Date of Birth 09/14/1967	Place of Birth DesPlaines, IL	Citizenship <input checked="" type="checkbox"/> U.S. Citizen <input type="checkbox"/> Naturalized Citizen*		
*If Naturalized Citizen, MUST attach a copy of Certificate of Naturalization				
Home Phone	Cell Phone 847 845-8262	Primary E-Mail jeffrutkowski32@gmail.com		
Have you ever been convicted of a criminal offense or local ordinance? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, describe offense and penalties assessed:				
Previous Business Names and Addresses: Rutkowski Construction LLC - 2511 Justen Farm Ln, Ringwood, IL 60072				

Corporation or Limited Partnership Name R&R Alehouse LLC		Sole Proprietorship (Assumed Name)		
Date of Incorporation 1/23/24 (MUST attach Articles of Incorporation)		If Sole Proprietorship, MUST attach copy of Assumed Name Publication Notice with McHenry County Clerk and Certificate of Publication		
DBA Name				
EIN		Illinois Business Tax No./Expiration Date		
Corporation Address 703 E. Diggins Rd.		City Harvard	State IL	Zip 60033

Name & Address of Other State or Local Licensed Premises:
Has any previous license by the City or any jurisdiction ever been suspended or revoked? <input type="checkbox"/> Yes <input type="checkbox"/> No

RESIDENT MANAGER

Legal Name		Home Address		City	State	Zip
Social Security No.		Date of Birth		Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail			

RIGHTS TO THE PROPERTY						
<input checked="" type="checkbox"/> I hereby certify that property is owned by applicant <input type="checkbox"/> I hereby certify that property is leased from landlord <input type="checkbox"/> I hereby certify that property is managed via an operating or management agreement						
Landlord Name		Address		City	State	Zip
Home Phone	Work Phone	Cell Phone	Primary E-Mail			

CERTIFICATE OF INSURANCE

Applicant must provide a Certificate of Insurance showing liquor and general liability pursuant to the requirements in Section 25.10 of the Harvard Municipal Code.

CORPORATE OFFICERS

Legal Name Jeff Rutkowski		Home Address 2511 Justen Farm Ln	City Ringwood	State IL	Zip 60072
Social Security No.		Date of Birth 09/14/1967	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone (847) 845-8262	Primary E-Mail jeffrutkowski32@gmail.com		

Legal Name Todd Rutkowski		Home Address 10813 N. Woodstock St	City Huntley	State IL	Zip 60142
Social Security No.		Date of Birth 06/20/1970	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone (224) 587-9986	Primary E-Mail RutcoRentals@yahoo.com		

Legal Name		Home Address	City	State	Zip
Social Security No.		Date of Birth	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail		

Legal Name		Home Address	City	State	Zip
Social Security No.		Date of Birth	Driver's License or State ID No.		
Home Phone	Work Phone	Cell Phone	Primary E-Mail		

Has any of the information on this application changed from last year?

Yes No

If yes, please indicate which section(s) (i.e. corporate officers, resident manager, etc.)

SIGNATURE/TITLE/DATE

I, the undersigned applicant or authorized agent thereof, swear or affirm that: the matters stated in the foregoing application are true and correct. They are made upon my personal knowledge and information; they are made for the purpose of requesting the City of Harvard to issue the license herein applied for; the applicant is qualified and eligible to obtain the license applied for; and the applicant will not violate any of the laws of the City of Harvard, the United States of America, or the State of Illinois, in particular Chapter 25, Alcoholic Liquor Dealers, of the City of Harvard Municipal Code Book.

Further, I agree to notify the City of Harvard within 30 working days of changes in any of the above information.



Signature of Applicant

Co-Owner

Title/Position

1/25/24

Date

City of Harvard 2024 Road Program

Street	ID	From	To	Length	Width	Sq Feet	Sq Yds	Rejuvenation ?	Crack Routing Centerline Lin Feet	Crack Routing EOP/EOC Lin Feet	Crack Routing Trnsvrs/Other Lin Feet	PCI	Year Resurfced	Year Rejuvntat d	Year Crack Sealed	Roughness Index
FRONT ST	1465	5TH ST	HUTCHINSON ST	361	26	9386	1043	Y	722	722	182	45				264
FRONT ST	1466	HUTCHINSON ST	PAGE ST	328	26	8528	948	Y	656	656	182	77				165
FRONT ST	1194	PAGE ST	EASTMAN ST	295	32	9449	1050	Y	590	590	192	59				236
FRONT ST	1279	EASTMAN ST	AYER ST	312	40	12480	1387	Y	290	290	96	30				351
FRONT ST	1280	AYER ST	JOHNSON ST	279	42	11718	1302	Y				26				538
FRONT ST	1104	JOHNSON ST	DIVISION ST	509	32	16288	1810	Y	1018	1018	480	59				297
4TH ST	1197	BURBANK ST	BROWN ST	328	24	7872	875	Y	984	656	96	48				257
4TH ST	1001	ROOSEVELT ST	McKINLEY ST	328	29	9514	1057	Y	984	656	116	48				257
4TH ST	1216	NORTHFIELD AVE	BLAINE ST	640	29	18560	2062	Y	1280	1280	435	51				227
BLANCHARD ST	1058	PARK ST	WASHINGTON ST	230	20	4600	511	Y	690		300	55				247
HOWARD ST	1033	EOP	WASHINGTON ST	148	23	3404	378	Y	592	296	1035	33				396
CHURCH ST	1024	DIVISION ST	HART BLVD	312	30	9360	1040	Y				46	>2017		2023	439
CHURCH ST	1026	LINCOLN	GARFIELD ST	295	30	8850	983	Y				50	>2017		2023	400
CHURCH ST	1025	JEFFERSON ST	LINCOLN	344	30	10320	1147	Y				58	>2017		2023	359
CHURCH ST	1027	HART BLVD	JEFFERSON ST	328	31	10168	1130	Y				64	>2017		2023	364
GARFIELD ST	1370	KLAMAN ST	CHURCH ST	246	25	6150	683	Y	738	492	200	41				426
HAYES ST	1277	CHURCH BLVD	DEWEY ST	312	23	7176	797	Y				23				417
HAYES ST	1277	CHURCH BLVD	DEWEY ST	312	23	7176	797	Y				23				417
HAYES ST	1278	UNIVERSITY ST	KLAMAN ST	312	28	8736	971	Y	936	624	56	64				252
HAYES ST	1275	DIGGINS ST	UNIVERSITY ST	344	28	9632	1070	Y	1032	688	56	49				232
HAYES ST	1270	BROWN ST	BLACKMAN ST	295	28	8260	918	Y	885	590	168	51				238
HAYES ST	1271	HAYES CT	BROWN ST	344	29	9976	1108	Y	1032	688	232	63				237
HAYES ST	1269	E MCKINLEY ST	HAYES CT	344	28	9632	1070	Y	1032	688	224	59				214
HARRISON AV	1050	DIVISION ST	HART BLVD	344	25	8600	956	Y	1376	344	350	43				520
HARRISON AV	1049	HART BLVD	JEFFERSON ST	312	25	7800	867	Y	1248	312	325	39				383
PHESANT RUN RD	1284	DEERPATH RD	OLD ORCHARD RD	509	30	15270	1697	Y	2545	1018	120	55				188
MCKINLEY ST	1494	DIVISION ST	HART BLVD	656	30	19680	2187	Y				27				430
MCKINLEY ST	1495	HART BLVD	JEFFERSON ST	673	30	20190	2243	Y				48	>2017		2023	281
MCKINLEY ST	1497	JEFFERSON ST	LINCOLN	689	30	20670	2297	Y				47	>2017		2023	253
MCKINLEY ST	1496	LINCOLN	GARFIELD ST	656	30	19680	2187	Y				47	>2017		2023	274
MCKINLEY ST	1226	GARFIELD ST	GRANT ST (N)	230	35	8050	894	Y				52	>2017		2023	236
MCKINLEY ST	1229	GRANT ST (N)	GRANT ST (S)	98	48	4704	523	Y				47	>2017		2023	242
MCKINLEY ST	1228	GRANT ST (S)	HAYES ST (S)	328	48	15744	1749	Y				46	>2017		2023	204
MCKINLEY ST	1227	HAYES ST (S)	HAYES ST (N)	164	30	4920	547	Y				41	>2017		2023	230
MCKINLEY ST	1273	HAYES ST (N)	O BRIEN ST	328	30	9840	1093	Y				49	>2017		2023	302
MCKINLEY ST	1274	O BRIEN ST	LIBRARY LOT LINE	330	25	8250	917	Y				27				476
Total						380633	42293		18630	11608	4845					

Total Rejuvination (Sq. Yds): 42,293

Total Crack Seal (LF): 35,083



Jefe Bauman,

FOP Lodge #134 desea donar un dron Mavic 3 (Ver adjunto) al Departamento de Policía de la Ciudad de Harvard para su uso.

Aunque los drones han sido un producto comercial desde hace algún tiempo, generalmente se los considera un juguete para niños. Aunque esta es la mentalidad de la mayoría, los drones pueden abarcar desde juguetes para niños hasta aplicaciones militares y todo lo demás. En los últimos años, las fuerzas del orden han visto las ventajas de integrar drones en su inventario de equipos, y en todo Estados Unidos las agencias están utilizando drones en sus operaciones diarias para servir mejor al público. Mientras que ha habido algunos comentarios públicos negativos, principalmente por preocupación por la violación de los derechos de privacidad, las agencias han implementado políticas y procedimientos para mantener el derecho de todos a la privacidad. Las agencias que operan drones no sólo son responsables ante sus ciudadanos, sino que también son responsables ante el Fiscal del Estado que el público ha elegido. A medida que el público en general se educa más sobre el uso de drones y cuándo se pueden utilizar, los beneficios se vuelven claros sobre el uso regulado y ético de un dron para ayudar a aumentar las tareas generales de patrullaje.

FOP Lodge #134 se ha tomado el tiempo para investigar la disponibilidad, funcionalidad y la solución más rentable cuando se trata de los diferentes drones actualmente en el mercado. Después de hablar con miembros de varios departamentos y haber volado varias marcas y modelos de drones, se determinó que la línea de drones DJI sería el fabricante de drones que mejor se adaptaba a las necesidades del departamento. Después de recaudar los fondos, que se obtuvieron a través de ciudadanos y líderes empresariales de Harvard, el Lodge #134 compró un DJI Mavic 3, que incluía una cámara térmica, para ser donado a la Ciudad de Harvard.

La razón por la que los drones se están volviendo más comunes en las fuerzas del orden es la capacidad de transportar fácilmente el dron en persona o en un escuadrón y desplegarlo en cualquier momento. Tener un dron disponible en todo momento le da al Departamento la capacidad de multiplicar exponencialmente el personal disponible al tener "ojos en el cielo". Este multiplicador de fuerza da como resultado tiempos de respuesta más cortos en incidentes importantes, cuando el tiempo y la información son la clave no solo para la seguridad de los oficiales, sino también para la seguridad del público en general.

Como se indicó anteriormente, el DJI Mavic Pro Lodge #134 comprado está equipado

Harvard Polic
FOP Lodge #13
Tax Exempt II
36-30547C

Trent Tobias
President
Tobias@cityofharvard.oi

Kurt Stahl
V
Stahl@cityofharvard.oi

Stephen Dixon
Treasurer
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Todd Ozcus
Steward
Ozcus@cityofharvard.c

FOP Committee

Trent Tobias
Kurt Stahl
Stephen Dixon
Todd Ozcus

con una cámara de infrarrojos. Esto permite a los oficiales tener la capacidad de usar el dron en todo momento del día y poder ubicar sujetos desde una gran distancia, debido a que la cámara puede ubicar sujetos a través de su firma de calor, lo que nuevamente aumenta la seguridad de los oficiales. También nos permite localizar ocupantes en una estructura a través de ventanas o superficies transparentes. Si bien esto puede parecer trivial, permite que un piloto ayude a dirigir los recursos disponibles a un área específica en un período de tiempo más corto, ayudando así a reducir el tiempo para resolver cualquier incidente determinado.

Un dron no solo se puede utilizar para situaciones dinámicas, sino que también se puede utilizar para ayudar a fomentar un entorno más seguro para los ciudadanos, como monitorear vecindarios durante momentos específicos donde la parte más vulnerable de nuestra población es más activa; Halloween. El dron se puede utilizar para garantizar que los delincuentes sexuales registrados no repartan dulces en Halloween sin la necesidad de que uno o varios oficiales realicen controles de cumplimiento en persona. Además, un dron puede ayudar a fomentar mejores relaciones con departamentos externos, como el Distrito de Protección contra Incendios de Harvard, ayudándolos a monitorear incendios y, junto con el departamento de bomberos, a buscar puntos calientes en una estructura y asegurarse de que no haya nadie dentro de la residencia. El dron se puede utilizar para la búsqueda y rescate de niños desaparecidos, pacientes con problemas de salud mental que se alejan de su residencia o de un centro de atención. Los drones también se pueden utilizar para supervisar incidentes importantes a medida que se desarrollan, lo que permite a los agentes tener un punto de vista mejor y más seguro para obtener una imagen total del incidente. Además, los drones son una herramienta útil para rastrear sospechosos que huyen de diferentes escenas y, al mismo tiempo, brindan a las oficinas la capacidad de ver al sospechoso desde la distancia. Esto también es de suma importancia cuando se ha informado que sospechosos conocidos están en posesión de armas. Esto permite al piloto del dron dirigir a otros oficiales al área donde se encuentran el sospechoso o sospechosos de la manera más segura posible.

El dron también permite a los agentes realizar patrullas aéreas en eventos importantes, como Milk Days durante el desfile y el carnaval. Poder utilizar el dron durante el desfile permite a los oficiales ver toda el área desde un mejor punto de vista y detener cualquier amenaza importante antes de que comience, lo que se ha puesto de relieve después de tragedias como la del 4 de julio en Highland Park. tiroteo.

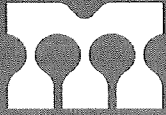
El dron también permite a los agentes ayudar de manera más eficiente y segura durante un desastre natural mientras se coordinan, nuevamente, con agencias externas como la EMA. Si es peligroso atravesar el área, los agentes no necesitan ponerse en riesgo de sufrir daños hasta que se confirme que hay un ciudadano en peligro. Además, si no hay una forma viable para que los socorristas lleguen a una persona en el momento oportuno, el dron se puede utilizar para atender las necesidades médicas de una persona y ayudar a los oficiales a encontrar una manera de llegar a la persona.

Una vez más, el dron es un recurso valioso para el Departamento de Policía de Harvard, y con la recaudación de fondos realizada por Harvard FOP#134 Lodge, el Departamento de Policía puede utilizar este beneficio sin restricciones en el presupuesto anual.

Ha habido numerosos casos en 2023 en los que la policía de Harvard pudo utilizar un dron, incluidos sospechosos que huían de un vehículo accidentado después de intentar activamente localizar vehículos para robar, niños desaparecidos en campos y zonas boscosas, un individuo armado en zonas

boscosas donde, como práctica actual obliga a los oficiales a ingresar a ciegas al área con información limitada sobre dónde se encuentra el sujeto.

Encuentre el desglose adjunto del dron, las baterías extendidas, el cargador de baterías, la garantía de fábrica y la garantía complementaria extendida que FOP #134 ha comprado. Nos gustaría donar este dron al Departamento de Policía de Harvard para que lo utilicen los agentes. Nuevamente, el dron solo ayudará en el tiempo de respuesta, llamadas emergentes cuando el tiempo es esencial, aumentará la seguridad de los oficiales y mitigará el riesgo para los oficiales al permitir una imagen general más amplia.



CONTRACT FOR SERVICES

This contract made and entered into this 27 day of February, 2024, by and between Harvard, IL - City of hereinafter called the "Owner" or "Customer" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" or "Company" for and in consideration of the mutual covenants and promises hereinafter contained.

Multi-Leg - 300MG

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Exterior Renovation with Class 4A Containment

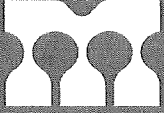
- Contractor will abrasive blast clean the complete exterior (100%) to an SSPC - SP No. 6 "Commercial Blast". After abrasive blast cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
- Contractor will apply one (1) full prime coat of zinc to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.5 - 3.5 mils DFT).
- Contractor will apply one (1) full intermediate coat of acrylic dryfall material to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.0 - 3.0 mils DFT).
- Contractor will apply one (1) full coat of acrylic dryfall material to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.0 - 3.0 mils DFT).

Interior Wet Renovation

- Contractor will abrasive blast clean the complete interior (100%) to an SSPC - SP No. 10 "Near White Metal". After abrasive blast cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
- Contractor will apply one (1) prime coat of NSF-61 approved zinc rich primer to the complete interior (100%) shall be applied to manufacturer's recommended film thickness (2.5 - 3.5 mils DFT).
- Contractor will apply one (1) additional coat of NSF-61 approved epoxy to be applied by brush and roller to all edges, weld seams and sharp angles.
- Contractor will apply one (1) finish coat of NSF-61 approved epoxy to the complete interior (100%) shall be applied to the manufacturer's recommendations (8.0 - 14.0 mils DFT).

Disinfection Method

- Contractor will disinfect the interior of the tank as per AWWA Standard C652-02, Chlorine Method #3 prior to the owner filling the tank.
- Water samples and testing is the responsibility of the owner.



Frost Proof Vent

- Contractor will remove existing vent and furnish and install a new state compliant 16 inch fail safe steel vent.

WET INTERIOR LADDER RUNGS 5 NEED REPLACED

WET INTERIOR LADDER NEEDS SECURED TO ROOF

Overflow Pipe

- Contractor agrees to install 8 inch schedule 40 steel overflow pipe.
- New Overflow pipe shall be extended from the existing overflow pipe to a level of 12 to 24 inches above grade.
- The new overflow pipe will be angled away from the foundation and equipped with an flapper/screen combination.
- All piping will be braced and welded to the exterior of the tank.
- Owner is responsible for splash pad.

Raise Balcony Handrail and add midrail

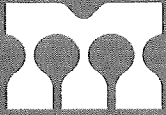
- Contractor agrees to raise the existing handrail to OSHA compliant 42" and install a mid rail

Safety Climb

- Contractor will provide and install new exterior galvanized safety climb system meeting current ANSI and OSHA standards.

Visual Inspection

- Contractor will do a complete inspection along with photos of the complete interior and exterior of the water tower.
- Contractor will work up a report of the findings during the Inspection of the city's water tower and send a detailed report that will include current condition, and future recommendations as applicable. Inspection to cover, Coatings, Sanitary, Security, Safety and Structural conditions.



Cleanout

- Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workmanlike manner.
- Contractor will furnish a pressure relief valve / blow off valve for use by the Owner if needed at no charge.
- Contractor will wash out heavy sediment once the tank is emptied by the owner.
- Contractor will power wash the bottom 6' of the interior wet area of the tank after heavy sediment has been removed from the tank. Some staining may remain.
- Should any emergency repair or renovation be necessary, cost and details to be submitted. No extra work will be done without the owner's authorization.
- Contractor will do a complete inspection along with photos of the complete interior and exterior of the water tank.

Contract Notes

- Contractor will bill the Owner for work performed and/or scheduled in that calendar year annually on May 1, the first day of their budget cycle. This will be done beginning in 2024.
- The contractor will provide certified payrolls to the city to support payment of prevailing wage rates for McHenry County, Illinois.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of **See Below** plus applicable sales, excise, and/or use tax shall become due and payable in full.

Terms: Net 30 days from acceptance and invoicing, plus applicable sales, use, excise, transfer or similar taxes required by law. A service charge of 1½% per month (annual rate of 18%) will be charged on past due accounts. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. Contractor will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. Contractor may apply a temporary surcharge to amounts otherwise payable under this Agreement to reflect significant cost increases for materials, supplies, and/or fuel during high inflationary periods. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

The owner will be responsible to the Company for the cost (at current market rates) of any work that has been performed prior to termination.

HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this*



MAGUIRE

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Sioux Falls, SD 57104
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Fax: (605) 334-9752
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information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.

Owner: Harvard, IL - City of

MAGUIRE IRON, INC.

By: _____
(Name) (Title)

By: _____
(Name) (Title)

Darin Clarke *02/27/2024*
By: _____
(Authorized Agent) (Date)

Date Accepted: _____
Upon acceptance, please provide two (2) signatures and date the agreement.



MAGUIRE

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Schedule A: Cost Schedule

Harvard, IL - City of Multi-Leg 300 MG		
Year	Service	Annual Spend
Year: 1	Clean Out / ROV Steelwork Repairs	\$119,845.00
Year: 2	Paint - Interior Wet	\$119,845.00
Year: 3	Clean Out / ROV	\$2,650.00
Year: 4	Visual Inspection	\$201,500.00
Year: 5	Paint - Exterior	\$201,500.00
Year: 6	Visual Inspection	\$2,000.00
Year: 7	Clean Out / ROV	\$2,650.00
Year: 8	Visual Inspection	\$2,000.00
Year: 9	Clean Out / ROV	\$2,650.00
Year: 10	Visual Inspection	\$2,000.00



CONTRACT FOR SERVICES

This contract made and entered into this 27 day of February, 2024, by and between Harvard, IL - City of hereinafter called the "Owner" or "Customer" and Maguire Iron, Inc., a South Dakota Corporation with its principal office located in Sioux Falls, South Dakota, hereinafter called the "Contractor" or "Company" for and in consideration of the mutual covenants and promises hereinafter contained.

Sphere - 500MG

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Exterior Renovation with Class 4A Containment

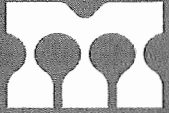
- Contractor will abrasive blast clean the complete exterior (100%) to an SSPC - SP No. 6 "Commercial Blast". After abrasive blast cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
- Contractor will apply one (1) full prime coat of zinc to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.5 - 3.5 mils DFT).
- Contractor will apply one (1) full intermediate coat of acrylic dryfall material to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.0 - 3.0 mils DFT).
- Contractor will apply one (1) full coat of acrylic dryfall material to the complete exterior (100%) shall be applied to manufacturer's recommended film thickness (2.0 - 3.0 mils DFT).

Interior Wet Renovation

- Contractor will abrasive blast clean the complete interior (100%) to an SSPC - SP No. 10 "Near White Metal". After abrasive blast cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
- Contractor will apply one (1) prime coat of NSF-61 approved zinc rich primer to the complete interior (100%) shall be applied to manufacturer's recommended film thickness (2.5 - 3.5 mils DFT).
- Contractor will apply one (1) additional coat of NSF-61 approved epoxy to be applied by brush and roller to all edges, weld seams and sharp angles.
- Contractor will apply one (1) finish coat of NSF-61 approved epoxy to the complete interior (100%) shall be applied to the manufacturer's recommendations (8.0 - 14.0 mils DFT).

Disinfection Method

- Contractor will disinfect the interior of the tank as per AWWA Standard C652-02, Chlorine Method #3 prior to the owner filling the tank.
- Water samples and testing is the responsibility of the owner.



Interior Dry Renovation

- Contractor will pressure wash the complete interior in accordance with SSPC SP No. 12.
- Contractor will SSPC SP No. 2 / 3 Hand tool clean / Power tool clean all rusted areas.
- Contractor will apply one (1) spot prime coat of epoxy to the rusted and cleaned areas. Coatings to shall be applied to manufacturer's recommended film thickness (2.0 - 4.0 mils DFT).
- Contractor will apply one (1) finish coat of epoxy to the complete interior (100%) shall be applied to the manufacturer's recommendations (4.0 - 6.0 mils DFT).

Frost Proof Vent

- Contractor will remove existing vent and furnish and install a new state compliant 16 inch fail safe steel vent.

CONTINGENCY MONEY FOR STEEL DAMAGE / STEEL LOSS

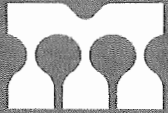
Replace 10 Rungs on Interior Wet Ladder

Visual Inspection

- Contractor will do a complete inspection along with photos of the complete interior and exterior of the water tower.
- Contractor will work up a report of the findings during the Inspection of the city's water tower and send a detailed report that will include current condition, and future recommendations as applicable. Inspection to cover, Coatings, Sanitary, Security, Safety and Structural conditions.

Cleanout

- Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workmanlike manner.
- Contractor will furnish a pressure relief valve / blow off valve for use by the Owner if needed at no charge.
- Contractor will wash out heavy sediment once the tank is emptied by the owner.
- Contractor will power wash the bottom 6' of the interior wet area of the tank after heavy sediment has been removed from the tank. Some staining may remain.
- Should any emergency repair or renovation be necessary, cost and details to be submitted. No extra work will be done without the owner's authorization.
- Contractor will do a complete inspection along with photos of the complete interior and exterior of the water tank.



MAGUIRE

1610 North Minnesota Ave
Sioux Falls, SD 57104
Phone: (605) 334-9749
Fax: (605) 334-9752
info@maguirewater.com

Contract Notes

- Contractor will bill the Owner for work performed and/or scheduled in that calendar year annually on May 1, the first day of their budget cycle. This will be done beginning in 2024.
- The contractor will provide certified payrolls to the city to support payment of prevailing wage rates for McHenry County, Illinois.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of **See Below** plus applicable sales, excise, and/or use tax shall become due and payable in full.

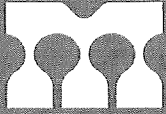
Terms: Net 30 days from acceptance and invoicing, plus applicable sales, use, excise, transfer or similar taxes required by law. A service charge of 1½% per month (annual rate of 18%) will be charged on past due accounts. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. Contractor will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. Contractor may apply a temporary surcharge to amounts otherwise payable under this Agreement to reflect significant cost increases for materials, supplies, and/or fuel during high inflationary periods. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

The owner will be responsible to the Company for the cost (at current market rates) of any work that has been performed prior to termination.

HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.*

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.



MAGUIRE

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Owner: Harvard, IL - City of

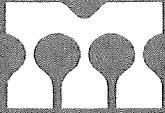
MAGUIRE IRON, INC.

By: _____
(Name) (Title)

By: _____
(Name) (Title)

Darin Clarke 02/27/2024
By: _____ (Authorized Agent) (Date)

Date Accepted: _____
Upon acceptance, please provide two (2) signatures and date the agreement.

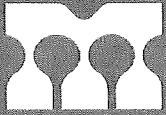


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Schedule A: Cost Schedule

Harvard, IL - City of Sphere 500 MG		
Year	Service	Annual Spend
Year: 1	Paint - Interior Wet Paint - Interior Dry Steelwork Repairs	\$126,997.00
Year: 2	Visual Inspection	\$126,997.00
Year: 3	Visual Inspection	\$2,000.00
Year: 4	Paint - Exterior	\$172,500.00
Year: 5	Clean Out / ROV	\$172,500.00
Year: 6	Visual Inspection	\$2,000.00
Year: 7	Clean Out / ROV	\$3,000.00
Year: 8	Visual Inspection	\$2,000.00
Year: 9	Clean Out / ROV	\$3,000.00
Year: 10	Visual Inspection	\$2,000.00



CONTRACT FOR SERVICES

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Sphere - 750MG

WITNESSETH:

Contractor agrees to make the following repairs and improvements on the Owner's water supply tank, and to furnish the necessary equipment, labor, material, as well as Workmen's Compensation Insurance and Contractor's Liability Insurance, and to do the work hereinafter stated in a good and workmanlike manner.

Exterior Renovation

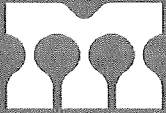
- Contractor will pressure wash the complete exterior (100%) in accordance with SSPC SP No. 12.
- Contractor will SSPC SP No. 2 / 3 Hand tool clean / Power tool clean all rusted areas.
- Contractor will apply one (1) spot coat of epoxy to the rusted and abraded areas. Coatings shall be applied to manufacturer's recommended film thickness (2.0 - 4.0 mils DFT).
- Contractor will apply one (1) finish coat of polyurethane to the complete exterior (100%) shall be applied to the manufacturer's recommendations (2.0 - 3.0 mils DFT).

Interior Wet Renovation

- Contractor will abrasive blast clean the complete interior (100%) to an SSPC - SP No. 10 "Near White Metal". After abrasive blast cleaning, all surfaces shall be cleaned of any dust residue or foreign debris.
- Contractor will apply one (1) prime coat of NSF-61 approved zinc rich primer to the complete interior (100%) shall be applied to manufacturer's recommended film thickness (2.5 - 3.5 mils DFT).
- Contractor will apply one (1) additional coat of NSF-61 approved epoxy to be applied by brush and roller to all edges, weld seams and sharp angles.
- Contractor will apply one (1) finish coat of NSF-61 approved epoxy to the complete interior (100%) shall be applied to the manufacturer's recommendations (8.0 - 14.0 mils DFT).

Disinfection Method

- Contractor will disinfect the interior of the tank as per AWWA Standard C652-02, Chlorine Method #2 Spray down method prior to the owner filling the tank.
- Water samples and testing is the responsibility of the owner.



Interior Dry Renovation

- Contractor will pressure wash the complete interior in accordance with SSPC SP No. 12.
- Contractor will SSPC SP No. 2 / 3 Hand tool clean / Power tool clean all rusted areas.
- Contractor will apply one (1) spot prime coat of epoxy to the rusted and cleaned areas. Coatings to shall be applied to manufacturer's recommended film thickness (2.0 - 4.0 mils DFT).
- Contractor will apply one (1) finish coat of epoxy to the complete interior (100%) shall be applied to the manufacturer's recommendations (4.0 - 6.0 mils DFT).

Baburek Valve - Pipe to Overflow

- Contractor will install a new 3 inch welded on schedule 40 coupler into the bell of the water tank on the inside area at the top of the platform.
- Coupler will be seal welded on the inside and the outside of the wet area of the tank.
- All paint that is burned or abraded at the time of the installation shall be repaired.
- No freeze valve shall be installed into the coupler with pipe dope and tightened to ensure no leaks.
- Contractor will install a crossover pipe to the overflow pipe to allow water flow from the tank to the ground through the overflow.

Visual Inspection

- Contractor will do a complete inspection along with photos of the complete interior and exterior of the water tower.
- Contractor will work up a report of the findings during the Inspection of the city's water tower and send a detailed report that will include current condition, and future recommendations as applicable. Inspection to cover, Coatings, Sanitary, Security, Safety and Structural conditions.

Cleanout

- Contractor will furnish tools, labor, and materials as well as necessary insurance to perform the work in a good and workmanlike manner.
- Contractor will furnish a pressure relief valve / blow off valve for use by the Owner if needed at no charge.
- Contractor will wash out heavy sediment once the tank is emptied by the owner.
- Contractor will power wash the bottom 6' of the interior wet area of the tank after heavy sediment has been removed from the tank. Some staining may remain.
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Contract Notes



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- The contractor will provide certified payrolls to the city to support payment of prevailing wage rates for McHenry County, Illinois.

Owner will inspect the work as it progresses and upon completion and acceptance by Owner of the above work, the sum of **See Below** plus applicable sales, excise, and/or use tax shall become due and payable in full.

Terms: Net 30 days from acceptance and invoicing, plus applicable sales, use, excise, transfer or similar taxes required by law. A service charge of 1½% per month (annual rate of 18%) will be charged on past due accounts. During any exterior painting, Owner shall assist in removing any vehicles in the area which might receive paint damage. Contractor will exercise reasonable care and caution to avoid, but will accept no liability for damage to antenna, communication, telemetry and/or electrical system(s) which may be attached to the structure. Removal, repair and/or replacement of the antenna, communication, telemetry and/or electrical system(s) shall be the responsibility of the Owner. Contractor may apply a temporary surcharge to amounts otherwise payable under this Agreement to reflect significant cost increases for materials, supplies, and/or fuel during high inflationary periods. Owner and the authorized agents signing this contract as such agents do hereby expressly warrant that Owner has authority to make and enter into this contract and that it becomes a party hereto pursuant to a lawful resolution duly and regularly adopted by the governing board of said Owner pursuant to the applicable statutes of this State. Customer shall reimburse Company for all travel, meal and entertainment expenses incurred by Company and its employees in connection with Company's performance under the contract. To the extent that any meal or entertainment expenses incurred by Company or its employees are subject to the limitation on deductibility under IRC Section 274(n) (1) and the Regulations thereunder, Customer shall be subject to the limitation and shall reduce its deduction accordingly. **This is included in the contract amount.**

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HAZARDOUS MATERIAL DISCLAIMER: *In the event that hazardous materials are on the water tank and this information is not addressed in the specification or made known to Maguire Iron, Inc. prior to the price or bid being supplied by Maguire Iron, Inc., any additional means of hazardous material abatement or disposal costs will be born upon the Owner.*

This constitutes the entire contract. No verbal agreements or additions will be honored. Any amendments or additions hereto must be in writing and executed by the duly authorized agents and officers of the parties hereto.

IN WITNESS WHEREOF, we have set our hands and seals the day and year above written.



MAGUIRE

1610 North Minnesota Ave
Sioux Falls, SD 57104
Phone: (605) 334-9749
Fax: (605) 334-9752
info@maguirewater.com

Owner: Harvard, IL - City of

MAGUIRE IRON, INC.

By: _____
(Name) (Title)

By: _____
(Name) (Title)

Darin Clarke 02/27/2024
By: _____ (Authorized Agent) (Date)

Date Accepted: _____
Upon acceptance, please provide two (2) signatures and date the agreement.



MAGUIRE

1610 North Minnesota Ave
Sioux Falls, SD 57104
Phone: (605) 334-9749
Fax: (605) 334-9752
info@maguirewater.com

Schedule A: Cost Schedule

Harvard, IL - City of Sphere 750 MG		
Year	Service	Annual Spend
Year: 1	Paint - Interior Wet Paint - Interior Dry Steelwork Repairs	\$141,560.00
Year: 2	Visual Inspection	\$141,560.00
Year: 3	Visual Inspection	\$84,375.00
Year: 4	Paint - Exterior	\$84,375.00
Year: 5	Visual Inspection	\$2,000.00
Year: 6	Visual Inspection	\$2,000.00
Year: 7	Clean Out / ROV	\$2,350.00
Year: 8	Visual Inspection	\$2,000.00
Year: 9	Clean Out / ROV	\$2,350.00
Year: 10	Visual Inspection	\$2,000.00



City of Harvard
Community Development Department
201 West Diggins Street - PO Box 310 – 60033 – 815-943-6468

To: Mayor Kelly & Members of the City Council

From: Donovan Day, Community & Economic Development Director

CC: Lou Leone, City Administrator

Date: March 26, 2024

RE: Proposed Ordinance Adopting Regulations Governing Backyard Chickens

Purpose and Action Requested

Staff is seeking City Council’s consideration for the proposed Ordinance and accompanying regulations pertaining to the keeping of chickens on residential property. Attached herewith are the detailed documents outlining the proposed regulations for your review and deliberation.

Background/Discussion

During the City Council meeting held on July 25, 2023, a resident submitted a petition seeking permission to keep chickens on their property situated on Marengo Road. In response, the City Council deliberated on the matter, expressing a preference for a systematic approach rather than adjudicating such petitions on a case-by-case basis. Consequently, the Council directed the staff to develop comprehensive regulations governing the keeping of chickens on residential properties and further instructed the submission of a Petition to appear before the Planning & Zoning Commission to address the issue.

Following thorough deliberations and due process, the proposed regulations were endorsed by the Planning & Zoning Commission with a majority 4-2 vote in favor of the amended regulations. Subsequently, at the City Council meeting held on January 23, 2024, it was resolved to present the proposed regulations to the Administration Committee for meticulous review and in-depth discussion. The Administration Committee was tasked with making a well-informed recommendation to the City Council based on their thorough assessment.

The attached regulations are a product of collaborative efforts involving various stakeholders, including Committees, residents, the Planning & Zoning Commission, staff and the City Council. These regulations reflect a balanced and comprehensive approach, taking into account the concerns and considerations raised throughout the consultation process.

Attachments

- 1) Proposed Regulations
- 2) Ordinance

12.05-C Chickens in residential zoning districts.

(A) Keeping of Chickens. The keeping of chickens (but no other poultry or fowl) shall be permitted as an accessory use to a residential use and on the same lot or parcel as the principal residential use, within a Residential Zoning District, subject to the provisions of this section. No person shall raise, harbor, or keep chickens within the City of Harvard without a valid permit obtained from the Community Development Department under the provisions of this Section.

(B) Number. The following number of chickens shall be allowed on a lot:

Lot Size	Number of Chickens Allowed
3—10 net acres	12 birds
2-3 net acres	8 birds
Less than 2 net acres	4 birds

For the purpose of this section, net acres shall be defined as the total acreage of any lot minus any area on such lot on which a street or road lies. Also, for the purpose of this section, lots and/or parcels, developed as part of a residential planned unit development (PUD) shall be considered as lots or parcels in a Residential Zoning District and subject to these regulations provided the approval ordinance for such a PUD does not prohibit or further restrict the keeping of chickens as part of that approval. In the case of conflict between an approved PUD ordinance and this section, the stricter of the two shall apply.

(C) Minimum Requirements. The keeping of chickens on lots or parcels of land within Residential Zoning Districts shall be allowed as an accessory use and are subject to the following provisions:

1. Roosters shall not be permitted to be housed, kept or maintained.
2. All chickens must be kept in an enclosure at all times.
3. Enclosures shall be located no less than ten (10) feet from a rear or side-yard property line, and no less than ten (10) feet from a residence on the subject property or an adjacent property.
4. Coops shall be located behind the principal structure and the front yard line on any residential lot or parcel.
5. Applicable building permits for coops and runs shall be required and subject to the demonstration of sufficient screening to minimize the visibility of enclosures to the street and neighboring property owners per subsection D of this section.
6. Enclosures and grazing areas shall be cleaned regularly and kept in a neat and sanitary manner at all times.
7. Slaughtering of chickens shall be prohibited.
8. Chicken feed shall be securely stored in sealed rodent proof containers.
9. On-site sale of eggs shall be prohibited.

10. All chickens, enclosures, and grazing areas must comply with all City nuisance regulations, including but not limited to those directed toward animals, noise, odor, pests, cleanliness, and unsightliness.
11. Only properties that are owner-occupied are permitted to obtain a permit to keep chickens on the property.
12. Each chicken will be required to wear a leg band provided by the city. Leg bands will be stamped or color coded to identify the owner of the chicken.

Chicken Coops:

13. Chickens shall be kept in an enclosed, well-ventilated outdoor coop to offer protection from weather elements, predators, and trespassers. They shall include an adjacent outside covered, fenced run area.
14. Chickens shall always be kept in the chicken coop or chicken run.
15. Electrical service to chicken coops shall comply with all city building and electrical codes, rules, and regulations. Under no circumstances shall electrical service be provided to a coop using extension cords or other temporary means.
16. Coops shall be enclosed, safe, and sanitary.
17. Coops shall be covered with uniform materials and complement the principal structure on the lot. The materials shall be uniform for each element of the structure such that the walls are made of the same material, the roof has the same shingles or other covering, and any windows or openings are constructed using the same materials.
18. Coops shall be built Coop construction shall be done in a reasonable, workmanlike manner. Using scrap, waste board, sheet metal, or similar materials is prohibited.
19. Coops shall be well maintained. Any repairs shall maintain consistency in appearance and condition with the original structure. The coop must be replaced, removed, or repaired upon evidence of deterioration.
20. and kept large enough to provide at least five (5) square feet per chicken, allowing chickens easy ingress and egress to an enclosed chicken run. Coops shall not exceed fifty (50) square feet. Coops shall not exceed eight (8) feet in height to the roof peak.
21. Coops shall be elevated at least eight (8) inches off the ground.
22. Coops shall be enclosed on all sides and shall have a roof and doors. Access doors shall be able to be shut and locked at night.
23. Coops shall have a solid floor.
24. Coops and runs shall be sufficiently anchored to not become windblown.

25. Coops shall be designed to be predator and pest-resistant and easily accessed for cleaning and maintenance.
26. Coops shall use one-quarter-inch hardware cloth to cover and secure any opening in the coop. Chicken wire is prohibited.
27. Coops shall provide adequate ventilation, sun, and shade.
28. Exterior lighting shall not continuously illuminate a coop.

Chicken Runs

29. Chickens shall not roam outside the enclosed chicken run.
30. Enclosed runs shall be sufficiently anchored so as not to become windblown.
31. Coops shall be directly connected with an enclosed run with a minimum size of twelve (12) square feet per chicken. The enclosed run shall not exceed two hundred (200) square feet.
32. The run shall be enclosed with a frame made of weather-resistant wood or metal material, one-quarter-inch hardware cloth, and sufficient height to contain the chickens. The frame shall not exceed six (6) feet in height.
33. The one-quarter-inch hardware cloth shall be buried at least 12 inches (12") into the ground around the perimeter of the coop and enclosed run or buried underneath the coop's floor and run.
34. Chicken runs constructed with one-quarter-inch hardware cloth shall retain a flat, uniform plane in a well-maintained, safe condition.
35. Barbed wire, razor wire, or similar fencing materials are prohibited.

Feed and Water

36. Chickens shall always be provided access to feed and clean water. The feed and water shall be unavailable to rodents, wild birds, and predators.
37. Feed must be stored in rodent-proof containers.

Screening.

38. Property owners shall install sufficient screening to minimize visibility of enclosures from a public street adjacent to the subject property.
39. In order for screening to be deemed sufficient:
 - (a) The coop and run may not be visible from an adjacent public street.
 - (b) Be composed of plantings, materials, or structures that obstruct the view from public streets throughout the entire year;
 - (c) Be consistent with the character of the neighborhood.
40. Prior to the issuance of a building permit for the enclosure, the applicant must submit a screening proposal to the Community Development Department, and the City must approve such screening proposal as sufficient.
41. Failure to implement and maintain the required screening as set forth in the approved screening proposal may result in the revocation of any permit or authorization for the keeping of chickens or fines in an amount outlined in Section G.7, or both.

Chicken Waste/Manure

42. Chicken manure/waste storage shall not be permitted within fifteen (15) feet of the property line and only in the rear yard.
43. All stored chicken manure shall be covered by a fully enclosed structure with a roof or lid over the entire structure.
44. No more than three (3) cubic feet of chicken manure shall be stored on the permitted tract of land.
45. All other chicken manure not used for composting or fertilizing shall be removed.
46. The chicken coop and surrounding area shall be kept free from trash and accumulated droppings or waste/manure.
47. Uneaten food shall be removed in a timely manner.

Prohibitions and Management Practices

48. Roosters - Roosters are not permitted. However, if the sex of a chicken cannot be determined at hatching, a chicken of either sex may be kept on the property for no more than five (5) months.
49. Chickens at Large. The Permittee shall not allow chickens to roam outside the enclosed chicken run area on the lot for which the permit was granted.
50. Odors. Chicken coops and runs must be cleaned regularly to remain free from undue accumulated waste and shall not cause odors reasonably detectable on adjacent properties.

51. Chicken Housing. No person shall keep chickens inside a dwelling unit or any structure other than the approved coop.
52. Vacant Land. No person shall keep chickens on a vacant or uninhabited tract of land.
53. Slaughter. Slaughtering of chickens is prohibited.
54. Bird fighting. Bird fighting is prohibited.
55. Sales. The sale of eggs, chickens, or chicken manure is prohibited.
56. Other types of animals - No one shall keep other poultry on the property, including geese, ducks, and turkeys.
57. Disposal of Waste and Deceased Chickens. All waste and deceased chickens must be disposed of in a sanitary manner.
58. Chicken Health. Chickens shall be kept or maintained healthily. Unusual illnesses or deaths of chickens must be reported to the County Health Department.
59. Breeding Prohibited. The breeding of chickens on-site is expressly prohibited.
60. Animal Cruelty - Animal cruelty laws pertain to chickens.
61. Laws, Rules, and Regulations - All persons maintaining chicken coops and runs shall comply with all local, county, state, and federal laws and regulations pertaining to maintaining and keeping hens.

(D) Permitting

1. Any homeowner wishing to keep chickens pursuant to this section must obtain a permit from the Community Development Department. In order to obtain a permit a person must comply with all of the requirements of sections 10.05.C.D.
 - (a) Any owner to be in violation of the City Code or adopted codes as approved and amended must bring their property into compliance before a permit will be issued.
 - (b) Pay an initial permit fee of \$300.00 and an annual inspection fee in the amount as set forth in Chapter 20 of the City Code. Permits will expire on the anniversary date of the initial approval. Renewal requests must be submitted 2 weeks before the expiration date. Applications for permit renewals will require the applicant to update all information set forth within the application if any of it has changed. Each permit is valid only for the address on the original permit. If the permittee moves and desires to continue the keeping of chickens at the new location, a new application and permit fee will be required. Permit applications must be accompanied with a scaled site plan depicting lot dimensions and all structures on the lot, proposed chicken coop and chicken run area, and proposed chicken waste storage area.

- (c) Submit to an annual inspection by the City or its designee to ensure compliance with all of the requirements of this Section. The City or its designee shall inspect every chicken coop to ensure compliance with all of the requirements of this section for compliance before occupancy and thereafter annually or more frequently if safety or other issues arise.
- (d) Confirmation that a Backyard Chicken 101 course provided by the city or its designee was attended electronically or in-person.
- (e) Provide proof of vaccination for each chicken within 7 days of acquiring chickens.
- (d) Inspections and Annual Reviews - The Community Development Department shall inspect every chicken coop for compliance with the requirements and conditions outlined in this Article before occupancy and thereafter annually or more frequently if safety or other issues arise.

(E) Variances.

The keeping of chickens in a manner inconsistent with the requirements of this section may be considered within Residential Zoning Districts subject to the following provisions:

1. The property owner shall follow the procedures for variance as identified in section 14.4 of the UDO and successfully obtain a variance; and
2. The Planning and Zoning Commission may recommend, and the City Council may impose conditions and limitations upon the premises or use that is the subject of such variance.

(F) Denial, Revocation, Non-Renewal.

The Community Development Department may deny, suspend, revoke, or decline to renew any permit issued for any of the following grounds:

1. False statements on any application or other information or report required by this ordinance to be given by the applicant.
2. Failure to pay any application, penalty, reinspection, or reinstatement fee required.
3. Failure to correct deficiencies noted in notices of violation in the time specified in the notice. The Permittee shall be given a minimum of ten (10) days from the date of the notice to resolve deficiencies.
4. Accumulating three (3) violations of the requirements set forth in section 12.05-C of the City Code within one (1) year will result in the permanent revocation of the backyard chicken permit.
5. Notification - A decision to revoke, deny, or not renew a permit shall be in writing, delivered by regular mail, or in person to the address indicated on the application. The notification shall specify the reasons for the action.

6. Removal of Chickens and Coop. Upon written notification of denial, revocation, or non-renewal, a property owner shall remove the chickens and the coop within fourteen (14) days.
7. Impose and collect fines in an amount outlined in Section 1.14 Settlement of Offenses. *(between \$50.00 to \$750.00 per day the violation exists).*
8. If a Permittee fails to renew the annual permit or voluntarily wishes to terminate the annual permit, the coop, run, food storage, manure storage devices, and chickens must be removed from the premises immediately. City staff may perform a final property inspection to ensure compliance.

PARKS & RECREATION BOARD MEETING MINUTES
MARCH 18, 2024

Chairman John Lavallee called the meeting to order at 6:03 pm. Board members present: Chairman John Lavallee, Alderwoman Lisa Haderlein, Alderwoman Lori Lancaster, Scott Logan and Pep Saucedo. Alderwoman Rosa Luna was absent. Also present were Mayor Kelly and City Administrator Lou Leone.

Public Comment

None

Approval of Minutes

A motion was made by Scott Logan, seconded by Pep Saucedo to accept the Park Board Minutes of February 26, 2024, as presented. All ayes. Motion carried.

NISRA Presentation

- Jim Wiseman, Executive Director of the Northern Illinois Special Recreation Association (NISRA) addressed the Parks and Recreation (P/R) Board. NISRA is a partnership of 13 - with 8 park districts and 5 municipalities; the City of Harvard has been a member of NISRA for 40 years. NISRA is divided into four regions, with regional coordinators; Harvard is in the Northwest Region.
- Rebecca Warren reviewed staff training and outlined four new programs to be offered in Harvard this summer: Water Aerobics June 13 - July 25 (pool); Summer Sports Series June 13 – July 25 (Shadow Creek Park); Game Show Showdown June 11 – July 23 (Community Room) and Swim Skills June 11 - July 232 (pool).
- Rodney Ervin, Regional Coordinator for the Northwest Division indicated he will be meeting with Lou to discuss some things for Harvard.
- NISRA has a ZUMBA instructor, Sylvia, who may be able to offer a Family Zumba Program in the future.
- Jim distributed and reviewed a brochure and handouts outlining NISRA Inclusion Services.

City Administrator Leone thanked Jim, Rebecca and Rodney for coming out and noted his appreciation for their help in offering to help our special needs residents and to work with the Parks & Rec programs. The hope is to make sure that Harvard and NISRA are better partners together moving forward.

Harvard Milk Days Fee Waiver Request

Mike Bannwolf was in attendance on behalf of Harvard Milk Days. He outlined various activities as Milk Days celebrates its 83rd year and noted that Milk Days is looking forward to working with the City. Ongoing projects include the fenced in area and mural at 5-points. At Scott's inquiry, City Administrator Leone confirmed that the fees were waived in 2021, 2022 and 2023. A motion was made by Scott Logan, seconded by Pep Saucedo to recommend to the City Council approval of a waiver of fees for Harvard Milk Days. The park shelter reservation includes use of Milky Way Park, the park shelters and security fees. Pep commented that it's the right thing to do with the amount of money that Milk Days puts back into the parks. City Administrator Leone noted the section of the form that lists ineligibility for fee waivers is just a guideline. It was clarified that Milk Days does not charge admission and vendors do pay to participate. Roll call vote: Lavallee, aye; Lancaster, aye; Saucedo, aye; Logan, aye and Haderlein, aye. Motion approved five to zero. This recommendation will go to the City Council for final approval on March 26th.

Healing Hearts with Hooves & Hounds Request to use Milky Way Park on June 29, 2024, for a Car Show/Craft Vendor Fair

City Administrator Leone reported that the Healing Hearts' representative was unable to attend the meeting due to Covid. A motion was made by Scott Logan, seconded by Alderwoman Lancaster to table the request until the April meeting. Roll call vote: Lancaster, aye; Saucedo, aye; Logan, aye; Haderlein, aye and Lavallee, aye. Motion approved five to zero.

Proposed Amendment to 2015 Parks Master Plan

City Administrator Leone indicated that the City is looking to submit an 2024 OSLAD Grant application for the development of the south side of Milky Way Park. Christopher B. Burke Engineering (CBBEL) has a specialty in writing OSLAD grants and they have suggested the proposed amendment to the 2015 Master Parks Plan which will assist in developing the grant application to gain points to be eligible for the grant. At Alderman

Lavallee's inquiry, Lou said the proposed amendment just sets parameters for Milky Way Park (MWP). The OSLAD grant is due the end of July.

Alderwoman Haderlein expressed her concerns in that the City hasn't implemented most of what is in the 2015 Master Parks Plan and is now looking to create another plan for MWP. Mayor Kelly noted there is interest in creating a comprehensive plan just for MWP which can be incorporated in an updated master plan at a later date. Lou noted the plan is on the verge of being outdated and there hasn't been strict adherence to it, but the goal is to update that plan for a solid foundation on all the parks to move forward. Mayor Kelly related that adherence to the plan is dictated by decisions of the P/R Board and ultimately the City Council; to date, the board hasn't followed the plan. The P/R Board discussed the limited funds that are available to utilize beyond salaries and maintenance of the park/pool. Alderwoman Haderlein would like to see all of the possibilities and potential features for the parks system which would include MWP to be able to balance those against each other from a budgeting standpoint. Lou said that OSLAD funds can't be used for a master plan, only for actual development or purchase of land. At the current time, there are not any CMAP grants available for the development of a parks master plan. Lou has submitted a CMAP grant application for a master bike/walk path.

A motion was made by Scott Logan to recommend to the City Council approval of the proposed amendment to the 2015 Parks Master Plan as presented. Pep requested further clarification on the grant process and use of funds. Scott then withdrew his motion. City Administrator Leone outlined CBBEL's scope of work and fee summary in the amount of \$28,152. Payment will come out of the money market account fund and can be offset with the sale the P/R truck if it is declared surplus (later in the agenda); the Blue Book value is \$36-38K. He also gave an overview of the projected developments being planned out to the south side of MWP for 2024 and future phases. Lou felt the chances of receiving the grant were high. He was confident that the process can be completed and submitted on time which would include community input on the concept plan. The City should receive notification by August if the grant were awarded.

After discussion, a motion was made by Scott Logan, seconded by Pep Saucedo to recommend to the City Council to amend the 2015 Master Parks Plan to include the amended language as presented. Roll call vote: Saucedo, aye; Logan, aye; Haderlein, no; Lavallee, aye and Lancaster, aye. Motion approved four to one.

OSLAD Grant – Master Plan Proposal

A motion was made by Scott Logan, seconded by Pep Saucedo to recommend to the City Council approval of Christopher Burke Engineering's Proposal to complete a Park Plan for Milky Park and to assist the City with the OSLAD Grant Application allocating funds in the amount of \$28,152. Roll call vote: Logan, aye; Haderlein, no; Lavallee, aye; Lancaster, aye and Saucedo, aye. Motion approved four to one.

Programming Fee Structure

Mayor Kelly initiated discussion to increase the non-resident programming fee as the City is implementing more programming in the upcoming year. The current non-resident fee is 10% over the resident fee. His recommendation is that the fee should be increased to at least 25%, if not 50%. A motion was made by Scott Logan, seconded by Pep Saucedo to increase the non-resident fees to 30% over resident fees for all programming. Roll call vote: Haderlein, aye; Lavallee, aye; Lancaster, aye; Saucedo, aye and Logan, aye. Motion approved five to zero. The P/R Board discussed data collection moving forward on all programs.

Discussion on P/R Truck

City Administrator Leone proposed declaring the P/R 2022 Ford F150 truck as surplus property. He has already discussed with the Chairman of the Administration Committee to move it forward to the City Council on March 26th. A motion was made Scott Logan, seconded by Alderwoman Lancaster to recommend to the City Council to declare the Parks & Rec Truck as surplus property with a minimum bid of \$30,000. Roll call vote: Haderlein, aye; Lavallee, aye; Lancaster, aye; Saucedo, aye and Logan, aye. Motion approved five to zero.

Winter Activities in Milky Way Park (Snowplowing/Snowmobile Trailer Parking)

Scott related a concern that there isn't any parking during the winter at Milky Way Park for the snowmobilers. The consensus was to direct the Interim P/R Director to speak with Public Works to plow an area closer to the northwest side of the park by the basketball court to accommodate parking for snowmobiling/trailers. This would be a very low priority during a snow event.

Mayor's Report

Mayor Kelly reported that staff is in process of interviewing candidates for the Supt. Parks & Recreation position. There were 6 applicants for the position which has been narrowed down to 5 for the 2nd round of interviews. The top 2-3 finalists will be interviewed by the P/R Board with the final decision made by Mayor Kelly and City Administrator Leone. Special P/R Board Meetings were scheduled for April 3rd and April 4th at 6 pm to conduct interviews.

Parks & Rec Report

City Administrator Leone reviewed the Parks & Rec Supt. Report.

New Business

Permitted shelters for rental

Lou informed the Park Board that someone requested to rent a shelter that is not on the list of available shelters, but he wasn't positive of which shelter. The consensus was to add any City owned shelter to the list of available shelters for rent. The MWP West Shelter now encompasses the dog park and will be removed from the list of available shelters to rent.

The next regular meeting date is April 15th, 2024 @ 6 pm.

At 8:01 pm, a motion was made by Pep Saucedo, seconded by Alderwoman Haderlein, seconded by Alderwoman Lancaster to adjourn the meeting. All ayes. Motion carried.

Submitted by:
Chairman John Lavalley

City of Harvard Fee Waiver Request Form

Name of Organization: Harvard Milk Days Inc.

Contact Person: Natalie Andrews, President

Mailing Address: 201 W. Diggins St., PO Box 325, Harvard, IL 60033

Phone Number: 815 943-4614 815 378-7760

Email Address: info@milkdays.com

Location: Milky Way Park

Date(s) of Event: Annual Milk Day Festival - 1st full weekend of June

Time of Event: All weekend

Briefly explain the necessity/reason for waiving the scheduled fee(s):

Harvard Milk Days is a not for profit organization that has organized the Milk Day Festival for 82 years. A waiver of the park shelter reservation fees helps to control the costs for all participants. Historically, Milk Days has used proceeds from the festival towards a variety of park improvements including the electrical, dairy barn and walking paths which are beneficial to all the different individuals and organizations that utilize the parks.

I understand and agree that submitting this form does not automatically waive the scheduled fees associated with my event/activity. Scheduled fees are not considered waived until a confirmation from a City Staff member has been received.

Natalie Andrews
Printed Name

Natalie Andrews
Signature

3-18-24
Date

City of Harvard Fee Waiver Guidelines: All requests for a fee waiver must be submitted to the City of Harvard in writing. Fee Waiver Requests will be presented to the City Council for consideration at a regular Council meeting.

Eligible for fee waivers:

- City of Harvard Committees, Council and Community Service Groups (Non-profit)
- Government/Tax District agencies that receive tax funding
- School Activities

Ineligible for fee waivers:

- For-profit organizations
- Vendors
- Fund raising events where attendees pay a fee for admission to the event or in case of festivals where vendors pay to participate in the event

For Office Use Only:

Approved _____
Not Approved _____

Date _____

**CITY OF HARVARD
APPLICATION TO RESERVE CITY PARK SHELTERS & ATHLETIC FACILITIES**

Name of Applicant Natalie Andrews, President

Name of Organization/Team (if applicable) Harvard Milk Days

Address of Applicant PO Box 325, 201 W. Diggins St., Harvard

Phone Number of Applicant: Home/Cell 815 943-4614 E-mail info@milkdays.com

Date(s) Requested May 31, June 1, June 2, 2024
(If reserving electronically, please contact City Hall at 815 943-6468 for availability prior to submittal. Reservation not guaranteed until receipt of confirmation via e-mail)

Hours Requested Entire Weekend Expected number to be in attendance 5,000 estimate at any one time

Athletic Location Requested (if applicable) All of Milky Way Park


RESIDENT FEES	NON-RESIDENT FEES
<input type="checkbox"/> Park Shelter \$50.00 Groups over 100 fee is \$50 plus \$25 for each add'l 50 people	<input type="checkbox"/> Park Shelter \$75.00 Groups over 100 fee is \$75 plus \$25 for each add'l 50 people
<input type="checkbox"/> Tennis Courts (4 hrs.) \$10.00	<input type="checkbox"/> Tennis Court (4 hrs.) \$15.00
<input type="checkbox"/> Adult User Groups Baseball, soccer, softball fields \$25.00 A schedule & roster of participants verifying residency must be submitted. A Resident User is defined as 70% total participants who are residents of the City.	<input type="checkbox"/> Adult User Groups Baseball, soccer, softball fields \$50.00 A schedule & roster of participants verifying residency must be submitted. A Non-Resident User is defined as less than 70% total participants who are residents of the City.
<input type="checkbox"/> Special Event Electric Base Fee \$50.00	<input type="checkbox"/> Special Event Electric Base Fee \$75.00
THE SECURITY DEPOSIT FOR THE PARK SHELTERS IS AS FOLLOWS	
<input type="checkbox"/> 1 - 50 people is \$75	<input type="checkbox"/> 51 - 100 people is \$125.00
	<input type="checkbox"/> 101 - 150 is \$175.00
Numbers over 150 persons security deposit is \$250 (Must have police officers and be approved by the City Council.)	

PLEASE CHECK PARK SHELTER REQUESTED

Park Shelters Available	Picnic Table	Seating	Washroom	Grill	Electrical	Night Lights	Playground
HERS League Shelter (not available June/July)	2-10	80-120	Yes	No	Yes	Yes	No
Boy's League Shelter (not available June/July)	4-6	36-48	Yes	No	Yes	Yes	No
Lion's Park Lg. Shelter	10	60-80	Nearby	2	Yes	Yes	Yes
Mary's Park Shelter	6	36-48	No	1	No	Yes	Yes
Milky Way Park West Shelter	6	36-48	Nearby	No	Yes	Yes	Yes
Milky Way Park East Shelter	8	48-64	Nearby	1	Yes	Yes	Yes

Person(s) using the City parks and park facilities do so at their own risk. The City of Harvard and its employees are not responsible for damage to or loss of property of person(s) using parks or park facilities. The City and its employees are not responsible for any injuries that result while person(s) are using parks or park facilities. I, the applicant, have read and fully understand all the rules and guidelines as attached necessary for the use of the City's Parks and facilities, and I will comply.

MOTOR VEHICLES ARE ONLY PERMITTED IN THE PARKING LOT AND ARE NOT ALLOWED BY THE SHELTERS.

Applicant's signature:  Date 3-7-24

Return application to Lori Moller, City of Harvard, P.O. Box 310, Harvard, IL 60033

COPIES:

Police Dept Parks Dept Pool

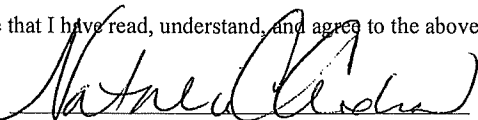
- Security deposit refunded
- Permission to shred check after event

PARK SHELTER/ATHLETIC FIELDS RULES AND REGULATIONS
Supt. Ryan Knop (815) 943-6468 or (815) 403-6840

1. City parks open from sunrise to sunset.
2. All reservation fees and deposits must be paid upon application for any park facility, otherwise the facility will not be held for the group. Reservations are not final until payment is received and proper documentation is made. Reservations must be made in person or by email. If information is falsified on the application (i.e. total number attending), loss of deposit will result.
3. Payment Policy: Please write out two separate checks made payable to the City of Harvard - one check for the reservation and one check for the deposit. The deposit check will be returned to you if all rules and regulations listed on this application are followed.
4. In the event that the applicant damages any City of Harvard property and the security deposit is not enough to cover damages, applicant shall be solely liable to the City of Harvard for all additional costs, fees, expenses, including but not limited to attorney's fees associated with such damages.
5. Reservations for shelters are required for groups of 25 or more persons.
6. Groups larger than 150 persons must follow the guidelines for Special Events and be approved by the City Council.
7. Reservations will not be given, or may be cancelled, which conflict with Parks & Recreation Department sponsored activities.
8. **LIQUOR IS NOT ALLOWED** in City parks unless a special event permit for a one-day liquor license is issued by the Liquor Commissioner with the approval of the City Council pursuant to the regulations outlined in Chapter 25 of the Harvard Municipal Code along with dram shop (liquor liability) insurance with the City of Harvard listed as an additional insured. Application for a special event liquor license must be made at least three (3) weeks prior to the picnic.
9. Dogs that are leashed and licensed shall be allowed within City park property provided that the person walking or exercising the dog shall be responsible for any damage done to the landscaping of any park and shall be responsible for removing all animal excrement deposited by said animal.
10. There are picnic tables provided under each shelter. Groups may only use a minimum number of other tables that are scattered throughout the park.
11. Cooking fires are only permitted in the small grills provided in the picnic area. The Parks & Recreation Dept. does not provide large grills, but you may supply your own. Pig rotisseries are not allowed (except by Special Event permit only).
12. If food is being sold or given to the general public other than for a designated group, the rental group will be required to attain a temporary food permit from the McHenry County Health Department. An approved copy of the permit must be submitted to the Parks & Recreation Department prior to the rental.
13. **Motor vehicles are only permitted in the parking lot and are not allowed by the shelters.** Violators will be ticketed by the Harvard Police Department.
14. The fee for the use of a park shelter will not be refunded if it is rained out. However, a second date can be reserved without charge if applied for within 48 hours of the rainout. Reserved rain dates cannot be made in advance.
15. City ballfields (excluding the HERS League and Boys League fields) are on a first come, first serve basis, unless reserved ahead of time. Field preparations will not be made for these rentals. **A certificate of insurance shall be submitted listing the City of Harvard as an additional insured.**
16. The following activities and items are prohibited in the parks (except by Special Event permit): tents, car shows, craft fairs, amplifiers, loud speakers/music, games of chance, model airplanes, carnival rides, pony rides, dunk tanks, bounce houses and camping. Special Events requiring the use of electricity other than the outlets provided at the shelter will be charged a base rate of \$50 for residents and \$75 for non-residents.
17. The sale, collection, or punching of admission tickets to any shelter, pavilion or other facility will not be allowed in any park area under the jurisdiction of the City of Harvard, and soliciting or collection of money for the use of any said facility will not be allowed.
18. The posting of posters or advertisements on park property or any facility is not permitted.
19. Churches, Fraternal Organizations, School District #50/St. Joseph's School, and large non-for-profit groups may be allowed to reserve areas in certain parks on a "Special Event Permit" basis. Entertainment may be provided by these organizations for their own group, but admissions cannot be charged.
20. FAILURE TO COMPLY WITH THE RULES AND REGULATION ON THIS APPLICATION SET FORTH BY THE CITY OF HARVARD WILL RESULT IN LOSS OF SECURITY DEPOSIT

I hereby acknowledge that I have read, understand, and agree to the above terms of the Park Shelter/Athletic Fields Rules and Regulations.

Applicant's signature:



Date

3-7-24

The following is the current excerpt from page 28 of the Park System Master Plan.

Milky Way Park: This park functions as the major sports park for the community, hosting football and soccer league activities and serving as a secondary site for boys baseball and girls softball games/practices. Improvement of all of these athletic fields is needed in some form. Lighting of a combination football/soccer field is also desirable. A lit baseball/softball field would also be desirable. Upgraded user amenities such as a refreshment stand, better signage, paths & trails, etc.

Suggested amended paragraph.

Milky Way Park: This park functions as the primary community park for the city. It hosts the football and soccer league activities. It serves as a site for boys' baseball and girls softball games/practices. It is the location of the annual Milk Days festivities. The following are recommended physical improvements for the park.

1. For safe play renovate all the athletic field playing surfaces.
2. Extend programming abilities by providing lighting for a combination football/soccer field.
3. Upgraded user amenities such as a back stops, goals, circulation paths, seating etc.
4. Develop measured distance walking paths to accommodate walking for fitness.
5. Provide directional and informational signage for the park facilities.
6. Link the park circulation system to the McHenry County Conservation District's Stone Mill Trail.
7. Link the park circulation system to the neighborhood to the east to provide walking and cycling links.
8. Expand the park to the east to accommodate the demand for more youth and adult size soccer fields.
9. Develop pickleball courts to address the demand for active senior recreation.
10. Develop open space opportunities within the park into native landscape restoration areas for pollinators.
11. Renovate the playground to meet inclusion standards.



CHRISTOPHER B. BURKE ENGINEERING, LTD.

9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX (847) 823-0520

March 7, 2024

City of Harvard
201 West Diggins Street
PO Box 310
Harvard, IL 60033

Attention: Lou Leone
City Administrator

Subject: OSLAD Grant/Milky Way Park Master Plan
CBBEL Job #: 110001.00103

Dear Mr. Leone:

At your request, we offer this proposal to complete a Master Park Plan for Milky Way Park and assist the City in completing the necessary steps required prior to submitting an application for an Open Space Lands Acquisition and Development (OSLAD) grant. Our detailed scope of work and fee summary are located below.

SCOPE OF WORK

Task 1 Meet with Staff and Evaluate the Existing Facility

CBBEL Staff will visit the project site and meet with City staff to understand the current facility uses and how the City sees the Park being used in the future. CBBEL will obtain from the City any relevant base information concerning the park site such as the plat of survey, existing utility locations, relevant sports field dimensions and requirements, etc.

Task 2 Prepare a Base Plan

Utilizing information obtained from the city and other resources, CBBEL Staff will prepare a base plan of the project site.

Task 3 Prepare Draft Conceptual Plan and Estimate

Utilizing the base information obtained in Task 1 along with the staff's ideas, CBBEL will prepare a draft concept plan. The concept plan will be to scale and accurately illustrate all existing and future elements and their arrangement within the park site. Associated with the plan, CBBEL will prepare a general estimate of the proposed improvements.

CBBEL will meet with the City Staff to present the concept plan and obtain feedback and direction. CBBEL will attend a City of Harvard Parks & Recreation Committee Meeting to present the plan and gain committee approval.

Task 4 Prepare Final Concept Plan

CBBEL will revise and refine the concept plan and estimate based upon comments received from staff and the Parks & Recreation Committee.

Task 5 Present Final Concept plan at a Community Meeting

CBBEL will assist staff in the presentation of the final concept plan at a Community Meeting. The City will arrange for a community meeting at City Hall. The City will prepare a public notice to be placed on City website and other means determined by the City. CBBEL will prepare one exhibit in electronic format to be used in City Council Chambers using City's electronic presentation system. Meeting will be one hour in length, with presentation given by CBBEL (2 employees) and Q&A session afterwards (at least 2 City staff). No handouts are included.

Task 6 Revise Concept Plan based on Public Comments

CBBEL will revise and refine the final concept plan and estimate based upon the public comments received from the community meeting, as directed by the City. The City will then obtain City Council Approval based upon the recommendation from the Parks & Recreation Committee and any plan revisions from the Public Community Meeting. The City Council will need to provide approval of the master plan and give authority for City Administrator to apply for an OSLAD grant. CBBEL will not attend or give a presentation at the City Council Meeting.

Task 7 Present Park Improvement Plan to the City Council

CBBEL will assist staff in the preparation of the OSLAD Grant application.

Assist in the preparation of the Project Narrative Statement.

Prepare the location map and directions to the project site (Attachment 2)

Prepare the development plan (Attachment 3)

Prepare playground drawings (Attachment 4)

Prepare the Premise Plat Map (Attachment 5)

Provide the FEMA Flood Map (Attachment 7)

Complete the Environmental Assessment Statement & CERP Form

FEE SUMMARY

The staff hours required to complete this project and associated fee can be found on the attached spreadsheet.

All work performed under this proposal will be in accordance with the Standard Charges and General Terms and Conditions previously approved as part of the September 12, 2022, General Consultant Contract.

Please sign and return one copy of this agreement as an indication of acceptance and notice to proceed. Please feel free to contact us anytime.

Sincerely,



Michael E. Kerr, PE
President

THIS PROPOSAL ACCEPTED FOR THE CITY OF HARVARD:

BY: _____

TITLE: _____

DATE: _____

Harvard - OSLAD Grant/Milky Way Park Master Plan

Task	Description	Landscape Architect \$152	Engineer V \$191	Total Hours	Fee \$
Phase II Engineering Services					
1	Meetings/Site Visit	6	3	9	\$1,485
2	Prepare Base Plan	14	2	16	\$2,510
3	Prepare Draft Concept Plan with Estimate	48	8	56	\$8,824
4	Prepare Final Concept Plan	16	2	18	\$2,814
5	Prepare/Attend Public Community Meeting	5	5	10	\$1,715
6	Complete Master Plan	16	4	20	\$3,196
7	Assist City w/OSLAD Grant Application	40	8	48	\$7,608
TOTAL		145	32	177	\$28,152
Total Not-to-Exceed Fee =					\$28,152

CHRISTOPHER B. BURKE ENGINEERING, LTD.
STANDARD CHARGES FOR PROFESSIONAL SERVICES
JANUARY, 2016

<u>Personnel</u>	Charges* (\$/Hr)
Principal	257
Engineer VI	232
Engineer V	191
Engineer IV	152
Engineer III	138
Engineer I/II	109
Survey V	213
Survey IV	180
Survey III	153
Survey II	111
Survey I	87
Engineering Technician V	180
Engineering Technician IV	146
Engineering Technician III	131
Engineering Technician I/II	114
CAD Manager	159
Assistant CAD Manager	139
CAD II	138
CAD I	108
GIS Specialist III	132
GIS Specialist I/II	73
Landscape Architect	152
Environmental Resource Specialist V	195
Environmental Resource Specialist IV	150
Environmental Resource Specialist III	126
Environmental Resource Specialist I/II	103
Environmental Resource Technician	99
Administrative	98
Engineering Intern	59
Information Technician III	116
Information Technician I/II	107

Direct Costs

Outside Copies, Blueprints, Messenger, Delivery Services, Mileage Cost + 12%

*Charges include overhead and profit

Christopher B. Burke Engineering, Ltd. reserves the right to increase these rates and costs by 5% after December 31, 2016.

ORDINANCE NO. 2024 –

An Ordinance Declaring Surplus Personal Property Owned by the City of Harvard and Authorizing the Sale of Said Personal Property

WHEREAS, in the opinion of a simple majority of the corporate authorities then holding office in the City of Harvard, McHenry County, Illinois, that it is no longer necessary or useful to or for the best interests of the City of Harvard to retain certain personal property now owned by the City.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the CITY OF HARVARD, McHenry County, Illinois, as follows:

SECTION 1: Pursuant to 65 ILCS 5/11-76-4 of the Illinois Municipal Code, the Mayor and City Council find that certain personal property owned by the City of Harvard and described in Exhibit A is no longer necessary or useful to the City of Harvard and is hereby declared surplus property.

SECTION 2: Pursuant to 65 ILCS 5/11-76-4, the City Administrator is authorized and directed to sell or dispose of the personal property described in Exhibit A, with a minimum bid of \$30,000.00.

SECTION 3: If any section, paragraph, subdivision, clause, sentence or provision of this Ordinance shall be adjudged by any Court of competent jurisdiction to be invalid, such judgment shall not affect, impair, invalidate or nullify the remainder thereof, which remainder shall remain and continue in full force and effect.

SECTION 4: All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of such conflict.

SECTION 5: This Ordinance shall be in full force and effect upon its passage, approval and publication in pamphlet form (which publication is hereby authorized) as provided by law.

Aye:

Nay:

Absent:

Abstain:

APPROVED:

Mayor Michael P. Kelly

(SEAL)

ATTEST: _____
City Clerk Lori Moller

Passed:

Approved:

Published: In Pamphlet Form

CERTIFICATION

I, LORI MOLLER, do hereby certify that I am the duly elected, acting and qualified Clerk of the City of Harvard, McHenry County, Illinois, and that as such Clerk, I am the keeper of the records and minutes and proceedings of the Mayor and Aldermen of said City of Harvard.

I do hereby further certify that at a regular meeting of the Mayor and Aldermen of the City of Harvard, held on the 26th day of March, 2024, the foregoing Ordinance entitled: *An Ordinance Declaring Surplus Personal Property Owned by the City of Harvard and Authorizing the Sale of Said Personal Property* was duly passed by the Mayor and Aldermen of the City of Harvard.

The pamphlet form of Ordinance No. 2024-_____ including the Ordinance and a cover sheet thereof, was prepared, and a copy of such Ordinance was posted in the City Hall, commencing on the 27th day of March, 2024, and continuing for at least 10 days thereafter. Copies of such Ordinance were also available for public inspection upon request in the office of the City Clerk.

I do further certify that the original, of which the attached is a true and correct copy, is entrusted to me as the Clerk of said City for safekeeping, and that I am the lawful custodian and keeper of the same.

Given under my hand and corporate seal of the City of Harvard this _____ day of _____, 2024.

Lori Moller, City Clerk
City of Harvard,
McHenry County, Illinois

(SEAL)

SURPLUS PROPERTY MARCH 26, 2024

Item Description	Qty	Serial/ID #	Intent
2022 Ford Pickup Truck F150	1	1FTMF1EB4NK08998	Auction

Lori Moller

From: Mayor
Sent: Wednesday, March 13, 2024 5:05 PM
To: Lori Moller
Cc: Lou Leone; Lisa Haderlein
Subject: Tree Board Appointments

Lori,

Please add to the CC agenda the appointments of Shawn Kingzette, Shannon Westphal, Janet Hugg to the Tree Board with Ald. Lisa Haderlein who will be the Chairperson. There is still one open seat for which I am awaiting to hear from Joel Kriete if he wishes to take the seat.

Harvard Tree Board
Aldermoman Lisa Haderlein – Chair
Shawn Kingzette
Shannon Westphal
Janet Hugg
Jay Wolf
Vacant

add Joel Kriete

Thank you!

Best regards,

Michael P. Kelly
Mayor
City of Harvard
P.O. Box 310
201 W. Diggins St.
Harvard, IL 60033
[815-943-6468](tel:815-943-6468)
mayor@cityofharvard.org

